

JOB POSTING

POSITION TITLE

School Librarian Technician

ABOUT THE MINISTRY

Trinity Lutheran Church & School has been in Davenport for 150+ years, proclaiming the Good News of Jesus Christ to the community. Trinity is always on the move – going forward with Jesus, for others and into the world.

POSITION SUMMARY

Trinity Lutheran School seeks a School Librarian Technician who is passionate about education. The School librarian will have the opportunity to pass on a love for reading to students of all ages. This role will also teach students the fundamentals of using a library and its resources.

DUTIES AND RESPONSIBILITIES:

- Collaborate with teachers to help them find necessary materials and resources to enhance classroom instruction.
- Love books and love to inspire children to read. They must have effective communication skills and should be able to work well with others.

MINIMUM REQUIREMENTS

- Have a warm and friendly personality, be sensitive to the feelings and needs of others, be able to relate well to children, and be willing to fulfill responsibilities in accordance with Trinity Lutheran School's program and philosophy.
- Be at least eighteen (18) years of age
- Hold a high school diploma or equivalent.
- Have experience working with school-aged students
- Ability to manage multiple projects and priorities simultaneously
- Be actively involved in home congregation.
- Positive Christian role model

BENEFITS & WAGES

Wages follow the Trinity Lutheran Church and School salary schedule and are commensurate with experience.

FLSA & EMPLOYMENT STATUS

This position is a part-time position (20 hours/week) during the school year. Employment is at-will, non-exempt.

HOW TO APPLY

Candidates may submit an application and/or resume to the school principal.