



BOCES Southern Westchester

THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES

TEL: (914) 937-3820 • FAX: (914) 937-7644 • WEB: www.swboces.org

CAREER OPPORTUNITY

PLEASE POST

Posting# 081516-33

VACANCY: SCHOOL LIBRARY MEDIA SPECIALIST

LOCATION: 450 Mamaroneck Ave. Harrison, NY

EFFECTIVE: September 1, 2016

SALARY RANGE: As per contract

RESPONSIBILITIES:

- Facilitate the Digital Library Advisory Board;
- Coordinate, purchase, market and maintain a digital book collection;
- Coordinate automation services;
- Prepare and monitor budgets and contracts;
- Plan and implement online and onsite professional development and other continuing education activities;
- Create the School Library System monthly print/digital newsletter and an online educational technology newsletter;
- Support the planning and implementation of the communication coordinators and council meetings and the annual conference;
- Design, create and maintain specialized libguides;
- Assist in the development of a blended learning model for the 2015-2018 Learning Technology Grant.

QUALIFICATIONS:

NYS Certification as a School Library Media Specialist with a minimum of five (5) years' experience; Strong organizational, writing, communication and interpersonal skills; Experience with inquiry-based teaching and technology integration; Proficiency in engaging adult learners in a variety of instructional strategies; Strong technology skills.

Please apply on-line at:

www.olasjobs.org/lhv

CLOSING DATE FOR APPLICATIONS IS AUGUST 26, 2016

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