



City of Nedlands

**Local Studies Librarian: Ref 3716
69.5 hours over 4 week roster (Mon-Sun)
\$61 300 – \$71 300pa (pro-rata)**

The City of Nedlands is seeking a part time Local Studies Librarian to join our Library Services team. The core function of the role is to assist with the development, maintenance, promotion and management of the Local Studies Collection and any associated services for the City.

The successful applicant requires:

- A degree in Librarianship or Archives or relevant discipline;
- Eligibility for Associate Member of the Australian Library and Information Association (ALIA);
- Knowledge and understanding of conservation and archival techniques, copyright legislation and regulations; Oral History techniques and Digitisation Programs;
- Thorough knowledge of public library practices and procedures;
- Effective time management and organisational skills;
- Good interpersonal and communications skills;
- A current 'C' class drivers licence; and
- A current National Police Certificate.

Confidential enquiries can be directed to Despina Swain, Library Services Coordinator on (08) 9273 3644.

Applications should quote the reference number and include a covering letter and resume demonstrating the ability to perform the key duties and responsibilities. The position description is available on the City's website, nedlands.wa.gov.au

Applications should be received by Human Resources, City of Nedlands, PO Box 9, Nedlands WA 6909 or emailed to jobs@nedlands.wa.gov.au by 5pm Friday 10 October 2014.