



Local Studies Librarian

Work Type: Permanent – Part Time (Job Share)

Closing Date: 25/3/2015

About the role

The City of Nedlands is seeking a part time job share Local Studies Librarian to join our Library Services team. The position will be required to work 69.50 hours over a 4 week roster (Monday to Sunday). 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 within the City.

About the successful candidates

The successful candidate will have a degree level qualification in Librarianship, Archives or a relevant discipline as well as having general knowledge and understanding of conservation and archival techniques; copyright legislation and regulations; and oral history techniques and digitisation programs.

Sound interpersonal and communication skills, effective time management and organisational skills as well as possess a current 'C' class driver's licence and National Police Certificate are important requirements for this role.

What we offer

This permanent part time position offers a salary range of \$61,300 to \$71,300 per annum (pro-rata) dependent on skills and experience plus superannuation.

Additional Details

Please read the attached Position Description to ensure a full understanding of the role. Confidential enquires can be directed to Despina Swain, Library Services Coordinator on (08) 9273 3644. Applications will be accepted until 5pm, Wednesday 25 March 2015. In the interests of fairness, late applications will not be accepted.

How to apply

Applications can be submitted online by clicking 'Apply for job', by post or in person. Please read the attached Submitting an Application document for additional details.