

**Position Available at Pleasant Hills Public Library
3-1-2018**

**Library Adult Program Coordinator
Part-time position, 25 hours per week**

*Primary duties include initiating, implementing, and marketing adult & family library programs, both independently and in cooperation with other staff

*Other responsibilities include outreach in the community, volunteer coordination, and fundraising

Must be able to work evenings and weekends, as needed with flexible scheduling

Must have valid PA employment clearances

(PA Child Abuse/PA Criminal Record Check/FBI Criminal Background Check)

Please submit resume, letter of interest, and 3 references to:

Sharon Julian-Milas, Library Director

Pleasant Hills Public Library

302 Old Clairton Rd.

Pittsburgh PA 15236

milass@einetwork.net

Applications accepted through March 29, 2018.

No phone calls accepted.

For a full job description, please see the Library's website: www.pleasanthillslibrary.org