

## **Mobile Library Coordinator and Educator**

### **Who we are:**

St. Nicks Alliance, a North Brooklyn based community organization, seeks to transform lives of low- and moderate-income people through employment, education, housing, elder care and social services. We do this by delivering impactful services with measurable outcomes to children, adults, and the elderly. As a civic anchor, we carry out this mission within the context of building a sustainable community for all people through the arts, environmental advocacy, and urban planning. We are currently looking for a dedicated Group Leader to join our team in North Brooklyn.

We are currently seeking a **mobile library coordinator and educator** for our **Brooklyn Story Voyager Mobile Library in North Brooklyn**.

### **What you'll do:**

The BK Story Voyager is the flagship of St Nicks Alliance Literacy Immersion Initiative which integrates schools, family, and community to increase the number of children who read at or above grade level.

The **BK Story Voyager mobile library coordinator and educator** will oversee all aspects of the BK Story Voyager, including its operations and programming that will enable the BKSV to expand its reach and maximize its impact on youth and community.

### **Operations:**

- Coordinate schedule to afterschool centers and community events
- Continually stock and inventory bookmobile with a diverse selection of books, resources, games, and literary materials
- Manage cataloging system
- Work with drivers to ensure routine maintenance and repair needs are met

### **Programming:**

- Create and implement multi-disciplinary programming and activities designed to increase K-5 students' love of reading
- Develop consistent routines regarding how to borrow, store, and return books as well as how to select appropriate reading materials based on age and reading levels
- Develop professional relationships with bus drivers, site directors, and activity specialists to optimize the BKSV experience for both students and staff
- Conduct outreach to community-based organizations (CBOs) and schedule participation in public events
- Plan and coordinate book giveaways and literacy initiatives at all sites
- Other duties assigned by the associate director of Education.

**What we are looking for:**

- Bachelor's degree in elementary education, library sciences, literacy, or child development, Master's degree is a plus
- 2+ years' experience implementing age-appropriate literacy lessons/activities and effective behavioral management strategies with elementary-age students in both classroom and small group settings
- Ability to effectively interact with a diverse population of students from various educational, cultural, and socio-economic backgrounds as well as exhibiting sound judgment and maturity in dealing with the public and St Nicks Alliance staff
- Strong planning, organizational, interpersonal, and problem-solving skills
- Computer literate--Microsoft Suite and Google Suite a must, online databases and internal catalog system a strong plus
- Ability to lift and carry 10-25 lbs. and push and pull objects weighing 10-25 lbs
- Clean background check as per DYCD, DOH, and DOE
- Candidates who are artistically/musically inclined, have experience working in library settings, as well as teaching experience in urban areas are highly encouraged to apply.

**What is in it for you:**

- compensation range: \$65,000 - \$67,000 year (*The actual compensation will depend on a variety of job-related factors which may include geographic location, work experience, education, and skill level*)
- competitive benefits package (medical, dental, vision, 401K)
- 12 company paid holidays; paid vacation, sick, and personal time off
- learning & development opportunities and access to wellness programs

**How to apply:**

Please submit a resume and tailored cover letter to [youthresumes@stnicksalliance.org](mailto:youthresumes@stnicksalliance.org) with “**Education Specialist/Mobile Library Coordinator**” in the subject line

St. Nicks Alliance is an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, national origin, religion, sex, gender identity, age, disability, alienage or citizenship status, ancestry, marital status, sexual orientation, veteran status, or any other status or characteristic protected by applicable federal, state or local laws.

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