



MARK DAY SCHOOL

**Independent, co-educational, K-8
Learning Commons Specialist
Full-time position beginning August 2019**

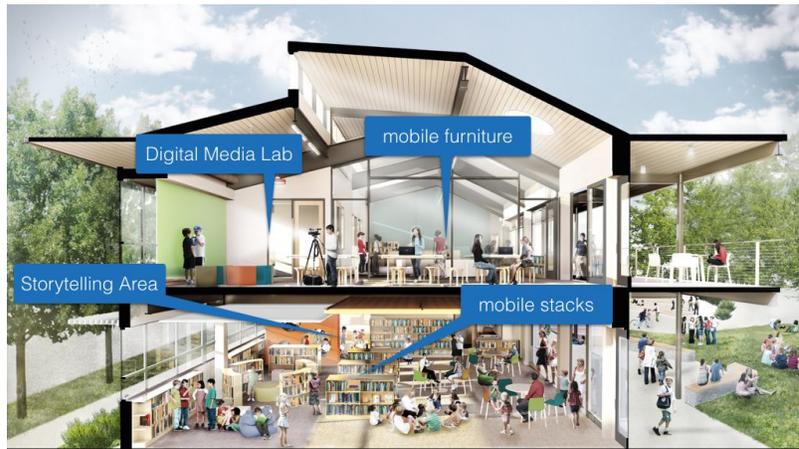
Mark Day School seeks an assistant school librarian for the full-time position of Learning Commons Specialist to begin August 2019. The Learning Commons, opened in 2018, is a new, two-story, 4,100-square-foot Learning Commons that houses the school's digital and print collections. The Learning Commons includes adaptable, indoor-outdoor learning spaces as well as a storytelling area, a digital media lab, and quiet study rooms. The Learning Commons Specialist will report to the Director of the Learning Commons who leads the development and implementation of Learning Commons programs. The ideal candidate should have a passion for fostering a love of reading in K-8 students, an enthusiasm for media and information literacy education, an enterprising spirit, and experience working with young students.

About Mark Day School

Founded in 1980, Mark Day School is an independent, co-educational K-8 school located in the Bay Area in San Rafael, CA, with an enrollment of 380 students. Innovative, inclusive, and full of heart, Mark Day School unites an enriched,

challenging academic program with a kind and inclusive community. The school nurtures a love of learning, engagement in the community, and development of compassion and an ethical framework. Students learn and practice the intellectual, social, and emotional skills they will apply to the unique challenges and opportunities of their time; graduates stand out not only for their intellectual curiosity and pursuit of ideas, but also for their joy of learning and deep sense of responsibility to be active, engaged citizens.

Mark Day School has established a consistent practice of thoughtful innovation in its curricular program, focusing on current century skills and concepts including four cross-disciplinary literacies: cross-cultural literacy, media and information literacy, ecoliteracy, and social, emotional, and ethical literacy. Highlights include the NAIS Leading Edge Award-winning media literacy program; well-established local and global partnerships with the Canal Alliance of San Rafael, eSibonisweni School and Kliptown Youth Program in South Africa, Beijing #2



Sectional Perspective through Upper & Lower Learning Commons

Experimental Primary School in China, and Pan American School in Costa Rica, among others; iPads in the third and fourth grades; laptops beginning in fifth grade; Mandarin and Spanish language beginning in kindergarten; a commitment to differentiation across the school; and more.

In spring 2018 the school completed a transformative campus project that includes renovation of the quad and amphitheater at the heart of the campus and the construction of a new Learning Commons, Digital Media Lab, and Creativity Lab. The new learning spaces are designed to support student-centered inquiry, hands-on discovery and tinkering, collaboration, and design thinking.

Position Summary and Responsibilities

Administrative: The Learning Commons Specialist is responsible for performing basic, routine tasks involved in supporting the Learning Commons, including cataloging and processing new books, reshelving books, managing reservations and use of the Upper Learning Commons facility, updating and creating book displays, creating instructional materials for Learning Commons programs, tidying up the Upper Learning Commons, etc. The Learning Commons Specialist is also responsible for executing the efficient management of circulation services.

Programmatic:

The Learning Commons Specialist is responsible for implementing book clubs and the Bizjack Reading Program. The ideal candidate will also assist in planning and conducting Learning Commons classes, in coordination with Director of Learning Commons.

Education and Experience

- Bachelor's degree or higher from an accredited institution
- Relevant experience with students in a school or school library environment preferred.

Employment at Mark Day School

Mark Day School is a vibrant and diverse community, and all community members continue to work towards the furthering of an inclusive and supportive school. The school is an equal opportunity employer committed to excellence through diversity and multiculturalism. Mark Day School's salary and benefits are very competitive by both NAIS and regional standards. For more information about Mark Day School, please visit our website (www.markdayschool.org).

Interested candidates should send a letter of interest and resume in PDF format via email to ReAnna Gales, Director of the Learning Commons, at rgales@markdayschool.org. Candidates will be evaluated on a rolling basis.