



Library Specialist  
The Shlenker School  
Houston, Texas

The Shlenker School of Congregation Beth Israel in Houston, Texas is seeking a Library Specialist to begin on August 11, 2021.

The Shlenker School is a Reform Jewish Day School in Houston, Texas. It is situated on a 16-acre campus with state-of-the-art facilities including a 1.5 acre outdoor classroom space called the Backyard, a SPARK lab, purposeful play lab, and gym.

The Library Specialist will:

- Operate and supervise the library
- Evaluate, select and order new instructional materials
- Provide reference services and readers' advisory
- Maintain an efficient system for circulation, retrieval, maintenance and storage of print materials

The Library Specialist reports to the Elementary Division Head and works collaboratively with the Early Childhood Division Head as well as other faculty and staff members.

**Successful candidates will have:**

- A warm and open demeanor
- Excellent communication and relationship building skills
- Strong organizational and interpersonal skills
- Knowledge of the library and the ability to instruct and work with students

**Requirements:**

- Minimum of 2 years classroom teaching experience
- Library Science Degree preferred and a teaching certificate

Interested candidates should email a cover letter and resume to Jerry Tumlin, Assistant to the Head of School, at [jtumlin@shlenker.org](mailto:jtumlin@shlenker.org)