



MONTCLAIR KIMBERLEY ACADEMY

Primary School Librarian

Montclair Kimberley Academy (MKA), an innovative, independent day school with a strong, national reputation serving students Pre-K through Grade 12, seeks a Primary School Librarian (grades Pre-K-3) who will lead a vibrant library program for the 2022-2023 school year. This position provides an exciting opportunity to contribute to a collaborative teaching and learning culture.

Qualified Candidates will meet the following criteria:

- Masters Degree in Library Science with a focus on school librarianship
- Experience working with students in grades Pre-K-3
- Passion for and knowledge of children's literature and awareness of digital literacy trends
- Commitment to the development and implementation of a multicultural curriculum and program that includes diversity, inclusion, and social justice lenses to foster an inclusive learning environment for all students
- Strong communication skills and ability to articulate the role of the library program in fulfilling the school's mission

Teaching and Instruction

- Deliver the MKA Libraries Curriculum (includes reading, research, storytelling, and digital literacy strands) through regular classes and flexibly scheduled collaborative projects
- Create lessons informed by knowledge of developmental needs of students ages 4-9
- Use the MKA Research Cycle to frame lessons, where appropriate
- Seek, establish, and model collaborative, curricular partnerships
- Collaborate closely with the Educational Technology Coordinator to promote meaningful integration of digital literacy and technology across Primary School curricula
- Match students and teachers with resources that meet their informational, research, recreational, and educational needs
- Inspires a lifelong love of reading through lessons, read alouds, book talks, and individual conversations about reading interests

Program Administration

- Maintain and foster:
 - a library environment conducive to learning and reflective of school mission
 - a visually appealing and welcoming physical library space
 - the library's digital presence
- Work with school leadership to provide regular, flexible library access for the entire community



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- Follow the MKA Libraries Collection Development Policy for collection development and maintenance, which includes regular collection analysis and inventory management
- Assess the effectiveness of the library program on an ongoing basis (in coordination with students, teachers, and administration) for continuous growth
- Manage the library's budget and advocate for funding to support the library program

Curricular Leadership

- Serve on leadership committees, including, but not limited to, Curriculum Team Leaders (CTLs), Educational Technology, Primary School Academic Programs Committee (APC)
- Design and offer professional development workshops for faculty

Primary School Community Responsibilities

- Supervise students and support Primary School campus operations by remaining flexible in addressing Primary School duties as needed. These duties may vary from year to year.

Please send a letter of interest and résumé to Jill Maza, Director of Libraries & Research at jmaza@mka.org.

It is MKA's policy to provide equal employment opportunities to all qualified persons regardless of age, race, creed, color, national origin, ancestry, sex, gender identity, sexual orientation, socio-economic background, or disability not related to requirements for being a successful employee at MKA.