



JOB POSTING

The Whatcom County Library System values diversity and inclusion and we are interested in hiring candidates who are representative of the communities and patrons we serve.

POSITION: LUMMI CULTURAL LIAISON – PUBLIC SERVICES ASSISTANT

DEPARTMENT: Public Services

POSTING DATES: Friday, 3/10/2023 to Friday, 4/7/2023

COMPENSATION: Compensated at Pay Level 8 on WCLS Salary Structure. Starting range in Pay Level 8 is \$20.3260-\$21.5456 per hour depending on experience. Min wage in Pay level 8 is \$20.3260 per hour- Max wage in Pay Level 7 is \$28.4634 per hour. Additional \$0.30 per hour Bilingual Pay premium available for employees who pass a language assessment in ASL, Punjabi, Russian, Spanish, or Ukrainian.

BENEFITS: Excellent benefits including Social Security, pension retirement options, long-term disability insurance, and medical, dental, and optical insurance available for employees and their families; All full-time employees shall accrue time off with pay in accordance with the accrual schedule, starting with 8 hours of vacation time per month and 8 hours of sick time per month, and 12 paid holidays per year (pro-rated in proportion to actual hours worked when less than 40 hours per week). All employees are eligible to utilize company provided Employee Assistance Program (EAP). WCLS offers voluntary optional benefits to all employees, such as deferred compensation program (DCP), and supplemental benefits through Colonial Life.

UNION: This position is represented by AFSCME, AFL-CIO Local 1581.

WORKING HOURS: 32 regular scheduled weekly hours plus additional unscheduled hours up to a total of 2080 hours annually, to substitute for absent staff at all WCLS libraries, including some evening and weekend shifts. Regularly scheduled hours at the Ferndale branch are Sundays 1:00pm - 5:00pm; Monday 12:00pm - 8:00pm; Tuesdays & Thursdays 10:00am - 6pm. *Successful candidates may be required to adapt to future schedule changes depending on library needs.*

LOCATION: Regular hours at the Ferndale Library, 2125 Main Street, Ferndale, WA 98248

DUTIES: Develops and maintains connections with patrons, organizations, and others, with a focus on the Lummi Nation. Provides thorough, respectful, culturally appropriate reference and reader's advisory assistance to all patrons, particularly Lummi Nation members; establishes and maintains a safe and welcoming environment for them, supporting their library experience as comfortable, confident, avid library users. Accesses information through the use of the electronic catalog and other library tools. Promotes the library, provides age-appropriate reference and readers' advisory, checks materials out, maintains the security of the library, and performs similar tasks as required.

QUALIFICATIONS: Knowledge of and experience with the customs, traditions, and values of the Lummi Nation. Excellent interpersonal skills required: ability to communicate effectively and appropriately with people from diverse backgrounds, and work harmoniously with the public and other staff members is essential. An interest in popular culture. A belief that anyone can become a reader at any age. A sense of humor. A passion to learn new things continuously. Ability to gain

The library is an *EQUAL OPPORTUNITY* employer. All qualified applicants will receive consideration without regard to race, ethnicity, religion, color, age, gender, marital status, sexual orientation, gender expression or identity, status as an actual or perceived victim of domestic violence, sexual assault, or stalking, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, honorably discharged veteran or military status, or any other legally protected class.



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working knowledge of Whatcom County Library System's policies and procedures; ability to uphold intellectual freedom standards. Attention to detail, competent use of technology resources, and keyboarding skills required. Requires the ability to speak, understand, and write English clearly and concisely. Requires High School Diploma or equivalent, and three or more years of relevant experience (such as customer service experience); or equivalent training, education and/or experience. Requires physical and visual ability to utilize reference sources and to manipulate equipment. Work requires considerable physical effort in the handling of materials up to 40 pounds and/or continual standing or walking 85%+ of the time. New employees are subject to a CRC (criminal records check) per RCW 43.43.832. In the event that local, state or federal health mandates necessitate such measures, staff may be required to wear a mask, provide proof of vaccination or submit COVID test results, practice proper sanitation, and any other COVID mitigation practices deemed appropriate now or in the future.

APPLICATION: Submit a completed [WCLS Employment Application form](#)*, a [Supplemental Questionnaire](#), and your optional résumé and cover letter via email, mail, or hand delivery to:

Ferndale Public Library
2125 Main Street
PO Box 1209
Ferndale, WA 98248
Attn: Alix Prior, Branch Manager
Email: lummipsa@wcls.org Phone: (360) 384-3647

***Please type "PSA-Cultural Liaison application" in the subject line of an email.**

JOB BEGINS: As soon as possible

SELECTION: Selection criteria may include the contents of the application, an oral interview and skills demonstration. Selection of applicants for further consideration and/or possible testing will be determined by the information supplied by the applicants on their applications and accompanying documents. It will be the responsibility of the applicant to supply sufficient information and detail on the application to permit WCLS to properly determine the applicant's qualifications, abilities and attributes as they relate to the listed position. Interviews will be scheduled ONLY with best qualified applicants, based upon applications, résumés and other documents received, and test results. Applicants who need accommodation during the application, testing or interview process should contact Human Resources.

Lummi Nation members highly encouraged to apply.