

Customer Service Librarians: InterLibrary Loan, Cataloging, Programming, Display, Children's Services

Patrons Say...

“I feel so fortunate to be a member of a library with a fantastic staff. I appreciate that they are cheerful, helpful and answer my many questions with a smile! [along with a \$100 donation]

“This is my happy place. I can go to the [local town] library for free or I can pay to come here. It's worth it to me to come here.

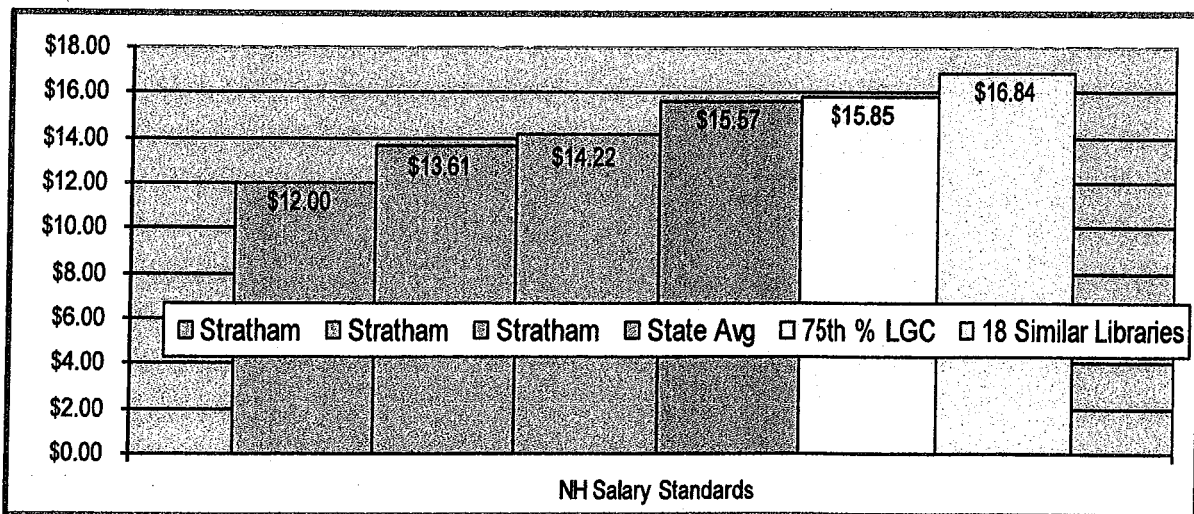
“I love this library. I have lived in many different places and everyone here is so helpful.

“Portsmouth has nothing on our little library with all the great books and services and people we have.

“This library is like Disneyland!

“You guys are so progressive and innovative. Keep it going!

“Thank you for taking the time to help me find the audiobooks on OverDrive — I got the app for my Chromebook and everything worked just like you suggested!



! Stratham library employees with experience (5-10 yrs each) and positive performance appraisals make **9% - 30% less** than state average.

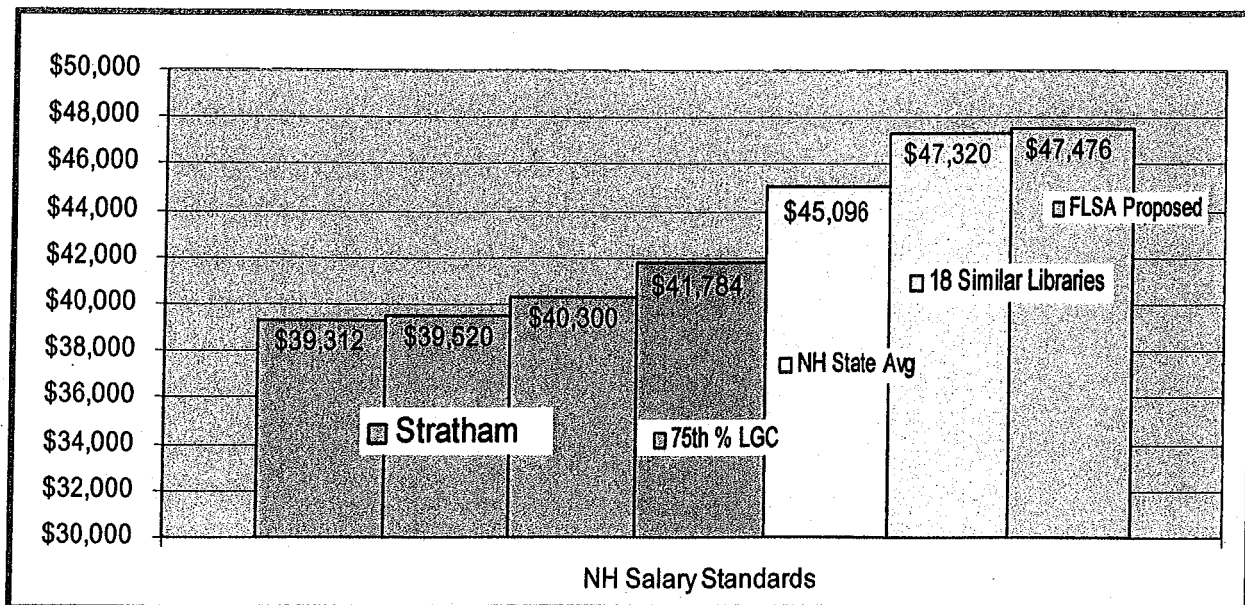
Responsibilities/Job Description

- ◆ Customer service
- ◆ Programming (planning, development, execution, analysis)
- ◆ Cataloging & Processing (preparing items for circulation, managing & creating catalog records)
- ◆ InterLibrary Loan borrowing and returning (more than 3,000 transactions annually)
- ◆ Knowledgeable and skilled in readers' advisory services, display, and marketing
- ◆ Assist patrons with technology
- ◆ Shift supervisor
- ◆ Part-time work schedule includes weekdays, evenings, weekends

Youth Services: Children's & Teen Librarians

Patrons Say...

- “My kid wouldn't read at all if not for her.
- “Wiggin's story times are a great way to get small children interested in stories and reading. Our 2 grandkids became A+ readers with this helping.
- “I feel so fortunate to be a member of a library with a fantastic staff. I appreciate that they are cheerful, helpful and answer my many questions with a smile! [along with a \$100 donation]
- “The new calendars are so engaging, even my pre-reader looks at the library calendar and picks out events to attend.

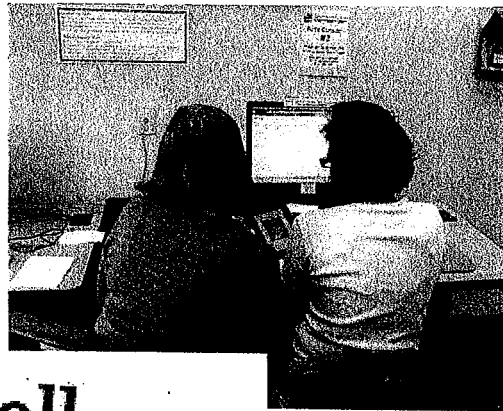
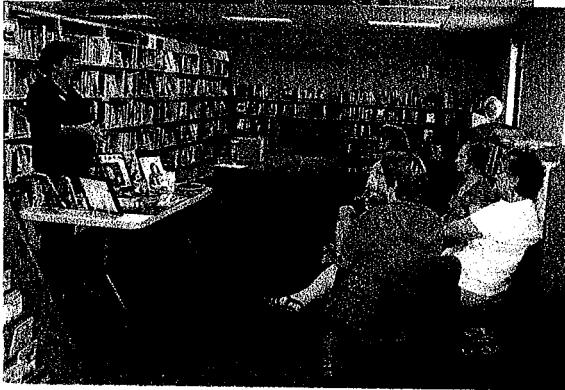
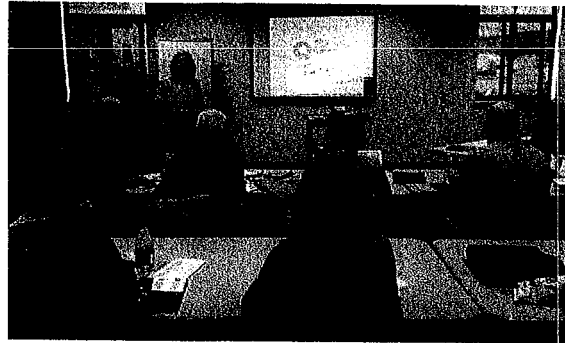


! Stratham library professionals with experience and positive performance appraisals make **12% - 15% less** than state average.

Responsibilities/Job Description

- ◆ Budget administration
- ◆ Customer service
- ◆ Programming (planning, development, execution, analysis)
- ◆ Collection Development (purchasing, deaccessioning, curriculum support)
- ◆ Knowledge of/Training & Education in child development, educational approaches
- ◆ Outreach to and collaboration with schools, preschools, hospitals
- ◆ Web pages design and maintenance; assist patrons with technology
- ◆ Fundraising, grant writing
- ◆ Long range planning, problem solving, and policy development
- ◆ Full-time work schedule includes weekdays, evenings, weekends
- ◆ Meets FLSA duties tests for exempt (salaried), professional employees

Library Staff



Read all about award

...hard-working staff

...tremendously important

Congratulations to the hard-working staff and board of the Wiggim Memorial Library in Stratham, which was named Library of the Year by the New Hampshire Library Trustees Association.

In an increasingly technological age, the small-town library holds a unique niche that is tremendously important — and challenging to maintain. As a public institution, it needs to provide its citizens with computer access — particularly those who can not afford a computer at home — as a top-notch Web site, while at the same time ensuring that it keeps abreast of a vast and expanding array of reading materials. Moreover, the library must also function as the town's gathering place, providing programs for those of all ages and a space for community groups.

...town's gathering place

...one of the best we've ever seen

The Wiggim Memorial Library, as the NHFLA recognized, achieves all of these. Its Web site (www.wigginml.org) is one of the best we've ever seen, offering everything from access to genealogical records to information on the Stratham Fair. The programming provided by the library is astonishing. Sure, it offers the standard story times for children, but it also offers a preteen and teen reading club, and a varied and interesting series of lectures, workshops and more.

The programming... is astonishing

This is a remarkable library with a dedicated staff

This is a remarkable library with a dedicated staff and board. It rose to the top of more than 200 libraries around the state — including many considerably larger — in order to achieve the NHFLA honor. We note that...

Reporting for Wage - Library									
Population 5,000 - 9,999									
Assistant Librarian									
Works under general supervision of the Librarian. Performs para-professional librarian duties requiring substantial knowledge of library operations; catalogs, inventories and culls collection; assists patrons using the library's reference material and general collection; performs circulation desk duties.									
# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments
0	2	A	13	NE	\$12.75	\$19.36			
0	4	A (1)	NE	\$10.65	\$12.70 (1)	VARIABLES			
0	4	A (1)	NE	\$13.60	\$17.53 (1)	VARIABLES			
Averages		3.3			\$12.33	\$16.53			
<i>The municipalities listed below did not report this position:</i>									
Franklin - Alton - Atkinson - Barrington - Belmont - Bow - Charlestown - Epping - Farmington - Hampstead - Hillsborough - Hollis - Hopkinton - Jaffrey - Litchfield - Littleton - Loudon - Meredith - New Boston - New Ipswich - Newmarket - Newport - Pembroke - Peterborough - Plaistow - Plymouth - Rindge - Rye - Sandown - Seabrook - Swanzey - Wakefield - Weare - Wolfeboro									
Childrens Librarian									
Responsible for daily operation of children's department, including development and implementation of children's programs; development and maintenance of children's collection; and promotion of children's library services.									
# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments
1		A	40	NE	\$15.75	\$22.03			
	1	A	30	NE	\$14.59	\$20.42			
	0	A	40	NE		\$14.70			
	1	A	40	EX		\$18.90			
Averages		1			37.5	\$15.17			
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Librarian											
Assists patrons; catalogues books; files and maintains books on reserve list; maintains periodicals and government publications for reference purposes; uses the interlibrary loan system; supervises library aides. May include Reference and/or Circulation Librarian.											
	# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments	
Gilford	1			A			40 NE	\$32,760	\$45,822		
Hillsborough	1			A			32 EX	\$31,787			
Hopkinton	1			A			40 EX	\$33,449	\$46,828		
Kingston	0	1		A	20		32 NE	\$25,792			
Stratham	2			A			40 EX	\$39,520	\$40,446		
Averages	1						36.8	\$35,243	\$38,135		
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Library Aide											
Maintains books in proper order on shelves of library.											
	# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments	
Hopkinton	0	2		A		5	20 NE	\$13.23	\$18.52		
Stratham	0	4		A	(1)		NE	\$9.75	\$12.66(1) VARIES		
Averages		3						\$11.49	\$15.59		
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Library Clerk									
Works under general supervision. Performs clerical and semi-technical work in a library or bookmobile; keeps records of books charged out; assists patrons; types forms; answers phone.									
# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments
Hillsborough	0	6	A	4.00 (1)	15	NE	\$11.88	\$13.64	(1) VARIES
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Library Director									
Works independently but under supervision of the Board of Library Trustees as prescribed by State law (RSA 202-A). Develops, directs and administers program of library services; selects, trains, manages and supervises staff personnel and volunteers; develops and manages budget; develops, selects, purchases, maintains and culls materials collection; assists patrons; develops and administers library policy; creates and coordinates library displays and programs; handles correspondence. May perform genealogical research; may serve as Reference, Circulation, Adult, Youth and Children's Librarian.									
# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments
Gilford	1		A		40	EX	\$53,560	\$76,144	
Hillsborough	1		A		34	EX		\$37,535	
Hopkinton	1		A		40	EX	\$47,066	\$65,892	
Kingston	1		A		40	EX		\$60,000	
Littleton	1		A	35	40	EX		\$45,000	
Stratham	2		A		40	EX	\$47,421	\$71,505	
Averages	1.2				39.0		\$49,349	\$59,346	
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Library Technician									
Performs paraprofessional and portions of professional library duties, including classifying and cataloging library materials; maintaining shelf list; and filing catalog cards; assists patrons; charges and discharges library materials.									
# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Comments
0		4	A	3.00 (1)	10	NE	\$12.00	\$16.80	(1) VARIES
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