

## James W. Curry Library Technician or Assistant

The Upshur County Commission is accepting applications for one part-time (19.5 hours per week) position at the James W. Curry Library and Park located at 1721 Brooks Hill Road in Brooks Hill, beginning immediately. Individual will be primarily responsible for the management and operation of a public library collection and for the provision of public library services to patrons and community organizations. This position requires a self-motivated individual with thorough knowledge of library best practices, skill, and ability in every phase of the public library field. Library hours extend through the evening and weekends. Experience with cataloging, use of Atrium, organization of materials, finances and budgeting, community outreach and programming for all ages is highly preferred. Preference will be given to applicants who have at least a Public Librarian Certification through WVLC or higher education with training and/or experience in Collection Development and Management and Copy and Original Cataloging (AACR2, MARC, RDA). Interested individuals are encouraged to visit the Library and Park prior to applying. The facility is located in the remote southern portion of the county and is open year-round. Reliable transportation is required.

Individuals may obtain an application from the Office of the Upshur County Commission located at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, during the normal business hours of 8:00 a.m. until 4:00 p.m. or online at [www.upshurcounty.org](http://www.upshurcounty.org). Applications will be accepted until position is filled.

Upshur County Commission  
Upshur County Administrative Annex  
91 W. Main Street, Suite 101  
Buckhannon, WV 26201

Employment with Upshur County is available to all qualified applicants without regard to actual or perceived race, creed, color, national origin, sex, age, or handicap. Upshur County has established a drug free and tobacco free work environment.

*Publish: Record Delta  
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**APPROVED**  
**AUG 31 2023**  
UPSHUR COUNTY COMMISSION  
*[Signature]*