

Kern County Library

Community Programs Specialist

Engage the community at the library by creating and publicizing library program events on topics that appeal to community members:

- In conjunction with Director of Libraries, identify topics of public interest, such as current political or community leaders, agencies, etc. and determine potential program time slot.
- Recruit and schedule volunteer presenters on each topic.
- Develop a publicity plan for each event, which includes the usual media such as posters in the library and notices in local newspapers and websites, but which also includes contacting local groups or organizations who have a particular interest in the topic or need for the information.
- Work with Library staff to plan for staff and/or volunteer set up and take down of each event.

Qualifications:

- Good understanding of community issues and good community contacts and event organization skills.