

2025-56e

Librarian – Programming and Outreach

Full-time, permanent, unionized

Kingston Frontenac Public Library (KFPL) is a progressive, innovative, sixteen branch library system with a mission to provide exceptional customer service within the context of a warm and welcoming environment. KFPL enjoys remarkable support from the public and community groups in the City of Kingston and the County of Frontenac, making the organization one of the most dynamic public library systems in Ontario. It is within this exciting context that the organization is seeking to recruit a Librarian – Programming and Outreach.

The Opportunity

The Librarian, Programming and Outreach is a dynamic, community-focused member of the team delivering programs and outreach services to the public and will act as Librarian in Charge of the library system in the absence of a Manager. In addition, the Librarian, Programming and Outreach will:

- Provide information, programs and services to the community and be responsible for an area of service.
- Participate in the planning, development and implementation of library services including community outreach, collection development, readers' advisory and reference.
- Participate in decision-making which affects the library's relations with the community.
- Assign work, supervise and direct the workflow of page and other library staff.

Technology and Maker Culture

- Explore opportunities to use technology to connect with target audiences; work with the Systems team to develop technology-based and maker programming, and select new technologies to share with our community.
- Integrate technology into programs and services, including coding, gaming and 3D printing and design.
- Act as a resource person and provide guidance and direction to Programming & Outreach staff who deliver technology-based programs.

Programs & Outreach

- Develop and deliver programming for adults, working closely with the Programming & Outreach librarian team.
- Develop outreach programs and represent the library at outreach events across Kingston Frontenac.

Reader's Advisory and Outreach

- Creates and maintains collection-related content for the library's website; evaluates and develops self-help tools in areas such as services for readers.
- Provides leadership in the promotion, training and use of subscription-based electronic resources and readers' advisory tools.
- Actively promotes all aspects of the collection in cooperation with branch supervisors and programmers.

Leadership, Vision and Professional Development

- Provide guidance and direction to Programming & Outreach staff who deliver programs for adults and to diverse communities, and to youth and new adult volunteers involved in these programs;
- Develop and maintain relevant local community, library and industry contacts; provide expertise and act as a resource person for programs, collections and services to adults and diverse communities, and other issues affecting libraries.
- Provide leadership for system initiatives; participate on committees; participate in staff training and present at professional meetings and conferences.
- Read a wide range of reviewing journals, publisher and vendor catalogues and other print and online resources.
- Maintain professional knowledge and awareness of best practices for library services.
- Review services and operations; recommend changes; plan and implement projects.
- Coordinate and approve expenditures related to adult programming from an assigned budget; contract performers and presenters for events throughout the year; select collection materials within established budget; monitor approved collection budgets to ensure selection activity and budget is on target; recommend budgets for special projects; participate in annual budget review.

Collection Development

- Maintain French, multilingual and Indigenous language collections in all formats for all locations in a multi-branch environment, as well as other areas of the collection as assigned; ensure that Library collections have depth and balance; reflect new and emerging trends meeting the diverse needs of the community.
- Select materials within established budget; monitor approved budgets to ensure selection activity and budget is on target; recommend budgets for special projects; participate in annual budget review.
- Work in tandem with the Collections Librarian to maintain collections, monitor relevant automatic and continuous order plans, monitor trends in publishing, and resolve collection challenges or collection problems; receive, evaluate, and respond to purchase suggestions from the public and library staff.
- Works with acquisitions and cataloguing staff to ensure materials are received promptly and are organized for optimal access.

Who We Are

The Kingston Frontenac Public Library acknowledges that our work takes place on the traditional territories of the Algonquin, Anishinaabe, Haudenosaunee and Huron-Wendat and is home to Shabot Obaadjiwan First Nation, one of ten communities that make up the Algonquins of Ontario. We acknowledge the Mohawks of the Bay of Quinte and recognize that our region is home to First Nations, Métis, and Inuit from across Turtle Island, as well as Indigenous Peoples from other areas of the world.

The Library is committed to diversity in employment opportunities and welcomes employment applicants from equity seeking groups such as women, racialized/visible minorities, Indigenous/Aboriginal Peoples, persons with a disability, persons who identify in the 2SLGBTQIA+ community and others who reflect the diversity of Canadian society.

About Kingston and Frontenac County: Kingston with its unique heritage and character is a major population centre of eastern Ontario. Located on Lake Ontario it is a 2-hour drive from Ottawa and a 2.5-hour drive from Toronto and Montreal. It is home to Queen's University, St. Lawrence College and the Royal Military College. Culture and the arts abound, along with fabulous shopping, dining and outdoor recreational experiences. Kingston offers the quality of life of a smaller community with the amenities of a major centre. The County of Frontenac offers an exceptional quality of life and residents enjoy the advantages of a rural lifestyle, living, working and travelling in one of the most beautiful parts of Ontario. The County of Frontenac covers a large geographical area and KFPL has eleven branches in the County to serve residents and the many cottagers that reside in the County.

The Successful Candidate

- Masters of Library or Information Science degree from an ALA accredited library school; undergraduate degree in social science (e.g., Bachelor of Social Work) preferred.
- Minimum of two years of experience as a Librarian with programming responsibilities in a medium to large-size library.
- Knowledge of Indigenous worldviews, histories, governance structures, lands, and cultures and an understanding of decolonization and Indigenization, would be an asset.
- Fluency in French, another key language (Arabic, Spanish, Chinese), or an Indigenous language would be an asset.
- Direct experience as Librarian in Charge of a library system.
- Excellent public relation and de-escalation skills, tact, resourcefulness, flexibility, and the ability to perform in challenging situations and as part of a team, with an emphasis on customer service and technology.
- Demonstrated planning, people management, problem solving, analytical, and communication skills.
- Shift work, evenings and Saturdays are required. Sunday shifts on a voluntary basis.
- Valid Ontario Driver's Licence Class G required for travel to library locations and outreach events.

Compensation

\$74,493 - \$81,663 per annum. A comprehensive benefits package including pension (OMERS) is provided.

This position is covered by the terms of the CUPE Local 2202 collective agreement with the Kingston Frontenac Public Library.

Existing vacancy? ☒ Yes ☐ No

Conditions of Employment

The successful candidate, to whom an employment offer has been made, shall be required to provide at their own expense:

- A current Criminal Record Check (CRC), including vulnerable sector.
- A current three-year uncertified driver record.

How to Apply:

Interested candidates may apply by email to jobs@kfpl.ca no later than **4:30 p.m. on Thursday, October 30, 2025**. Late applications will not be considered.

Application emails should include:

- your name and the competition number in the subject line;
- an attachment or link to a single file (.pdf, .doc, or .docx format) that contains the following:
 - A cover letter and resume detailing the knowledge, skills and experiences that will facilitate your success in this role.
 - Contact information for three (3) professional references, including current and prior supervisors. Reference checks are undertaken as part of the recruitment process for candidates who successfully complete the interview stage.
 - A declaration of any familial, significant social or intimate personal relationships with KFPL employees.

Pursuant to AODA requirements, accommodations for disabilities are available to job applicants who are invited to participate in an interview and who request individual accommodation during the recruitment process.

Artificial intelligence is not used in the recruitment process.

Visit us at www.kfpl.ca.

Thank you for your interest in the Kingston Frontenac Public Library. We appreciate all applications received; however, only those invited for an interview will be contacted.

Additional correspondence regarding this job posting will be sent to the email address provided. As an applicant, it is your responsibility to ensure that you check your email regularly.