



THE  
**MERIDIAN**  
SCHOOL

## Library and Customized Learning Associate

Position Type	Full
Status	Exempt
Salary	Commensurate with Experience
Start Date	August 17, 2018

### **ABOUT MERIDIAN**

Founded in 1976, The Meridian School is an independent, co-ed elementary school (K-5), located in the historic Good Shepherd Center in Seattle's Wallingford neighborhood. The Meridian School is a place where the joy of childhood infuses the excitement of learning. By integrating curriculum, citizenship, and community, we provide the foundation for well-rounded students.

Committed to developing global citizens in an equitable and inclusive culture, Meridian promotes diversity of thought and identity and actively seeks dedicated and engaged culturally competent faculty and staff from diverse backgrounds.

### **OUR MISSION**

The Meridian School promotes a balance of mind and heart, of contemplation and action, of individuality and a commitment to the community.

### **DESCRIPTIONS OF BASIC FUNCTIONS AND RESPONSIBILITIES**

#### **Library Associate Faculty Responsibilities**

- Foster an environment of creativity, innovation, and a love of reading.
- Perform circulation duties for students, faculty, and families
- Purchase, catalog and maintain book collection, including classroom libraries
- Teach library skills, organization, and research as appropriate to student, grade level curriculum and projects
- Instruct students and staff in the use of library resources, including online catalog, print materials, digital resources, and technology tools
- Collaborate with all teaching staff for literature appreciation activities and facilitate research activities that support classroom content
- Collaborate with teachers and make connections with families and individual students and provide customized guidance in reading

- Stay current with new library technologies and actively seek technologies and resources that support student learning
- Ensure that the library collection adequately reflects the diversity of the school and larger community
- Demonstrate strong knowledge of children's literature and stay up to date

### **Customized Learning Associate Faculty Responsibilities**

- Collaborate with teaching faculty to assess students, design and deliver differentiated instruction to flexible groups of students
- Actively participate in faculty work aligned with the strategic plan
- Understand and support the school's mission through professional conduct and actions which demonstrate the core values and philosophy of the organization

### **JOB REQUIREMENTS**

- A Bachelor's degree
- A minimum of three years teaching or related experience, school library experience preferred
- Proficient technology skills and the knowledge and ability to integrate technology into curriculum
- Ability to lift more than 50 pounds, interact with students, and move around the classroom

The Meridian School is an equal opportunity employer seeking a culturally diverse workplace. The Meridian School is an equal opportunity employer seeking a culturally diverse workplace and does not discriminate against age, sex, sexual orientation, gender expression, gender identity, race/color, ethnicity, national origin, creed, veteran or marital status, disability, or any other category protected by federal, state, or local law.

Visit our website at [www.meridianschool.edu](http://www.meridianschool.edu).

Interested candidates are invited to email a cover letter and resume including references to:

[employment@meridianschool.edu](mailto:employment@meridianschool.edu)

**Re:** Library and Customized Learning Associate