

Supreme Court of Nevada
ADMINISTRATIVE OFFICE OF THE COURTS

KATHERINE STOCKS
Director and State Court
Administrator



JOHN MCCORMICK
Assistant Court Administrator
Judicial Programs and Services

Librarian II

**Supreme Court of Nevada Law Library
Position # 0003**

Under general direction of the Law Librarian, the Librarian II typically performs all or part of the duties necessary to support the Law Library's mission of providing meaningful and equitable access to a wide selection of legal and non-legal information resources. The Librarian II performs some administrative work in planning, coordinating, and directing activities within one or more functional areas of the Law Library. More specifically, the Librarian II will provide reference services to the public; engage in complex legal research and analysis for the Supreme Court, the Court of Appeals, as well as the state's district courts; assist in collection development; offer instruction and training; explore emerging technologies to further library services; and participate in outreach and access to justice initiatives. The Librarian II may also supervise library support staff.

Education and Experience:

- Master's degree in Library Science from an American Library Association accredited library school is required; **and**
- At least 1 year of experience at the Librarian I level in Nevada State service **OR** 1 year of professional library experience.
- Prior professional library experience must include a combination of at least **three (3)** of the following library service areas: original cataloging and metadata creation; legal reference; e-resource management; library instruction; social media; government publications; library technology implementation; outreach, archives and preservation (print and digital); or collection development.

Location: This position is located in the Nevada Supreme Court Building in Carson City, Nevada. Carson City is located in northwest Nevada, at the base of the Sierra Nevada mountain range. The climate is moderate, with four distinct seasons and an estimated average of over 320 days of sunshine each year. Carson City's close proximity to the mountains, approximately 20 minutes by car from Lake Tahoe, offers a variety of outdoor activities including world class skiing, golfing, hiking, biking, boating, fishing, and river rafting. Its proximity to larger urban areas, approximately 30 minutes by car from Reno and 4 hours by car from San Francisco, offers a variety of cultural events and entertainment.

Closing Date/Time: August 27, 2021
Salary: \$47,188 - \$69,739 DOE, employee/employer paid retirement
Job Type: Full-time

Applications will be reviewed as they are received, and initial interviews may occur before the closing date.

Apply at <https://www.governmentjobs.com/careers/nvcourts>

The Supreme Court of Nevada is an equal opportunity employer. If accommodation for a disability is needed during the application or examination process, contact the Personnel Analyst at 775.684.1744.