



CURRENT AFFAIRS SPECIALIST

Department: **Public Services**
Revised Date: **April 2022**

Class Code: **870**
FLSA Status: **Exempt**

About Spokane Public Library

The Spokane Public Library's mission and vision is to be a community of learning and to inspire a thriving city through cultural and educational opportunities. We value education, collaboration, diversity, innovation, the customer experience, and everyday accountability. Since 1894, we have been dedicated to bringing people, information, and ideas together for the continuous growth and success of our community.

We are committed to staff development, recruitment, and promotion that embraces diversity in age, race, color, ethnicity, marital status, gender identity or expression, language, national origin, mental and physical ability, religion, sexual orientation, veteran status, and other characteristics. We are committed to creating a workplace that is welcoming of intersectional identities in all its forms.

Position Overview: *The Current Affairs Specialist will use their background to look at the facets and key arguments of a topic and work with experts in our community such as: local leaders, organizers, experts, journalists, educators and others to develop compelling programs, moderate panel discussions and provide other learning opportunities. A typical week would include planning and putting on programs at all SPL branches, studying the latest issues of concern in Spokane and finding local experts who can engage a public audience.*

Primary Responsibilities:

- Connect Spokane's diverse communities with education, information and programming.
- Develop programs and educational resources with consideration for historically underrepresented groups.
- Collaborate with other cultural and educational institutions in Spokane.
- Maintain familiarity with new paradigms and trends in culture and society.
- Develops, coordinates, and facilitates public programs and forums independently and in collaboration with other library staff.
- Connect Spokane's diverse communities with education, information and programming.
- Cultivates a strong sense of community.
- Coordinates and performs community outreach activities.
- Partners with local organizations to build synergy within the community.
- Supervises, trains, and evaluates the performance of assigned personnel.
- Provides community groups and businesses with cutting edge resources to meet their goals.
- Interprets and explains Library policies and procedures; resolves customer issues and complaints.
- Responsible for a branch or department in the manager's absence.

- Supports the principle of free, open, and unrestricted access to information and ideas regardless of the medium in which they exist.
- Actively participates in SPL culture/community.
- Performs other duties as assigned or required.

Preferred Education and Experience:

Bachelor's degree in relevant field, MLIS or other Master's degree preferred.

Job history and relevant transferable skills required and welcomed from a variety of sources and experiences.

Physical Demands / Work Environment:

- Work is performed in a public library and other public spaces and is subject to sitting, standing, walking, bending, reaching, climbing step stools/ladders, and lifting of objects up to 20 pounds.
- Must be able to push/pull book carts and lift/carry library materials and equipment.