Position: Outreach and Bookmobile Assistant

Location: Main Library (Rock Hill)

About Us:

- The mission of the York County Library (YCL) is to enrich and sustain the lives of the citizens of York County by providing library services that meet their informational, recreational, and lifelong learning needs.
- Serving York County, SC, YCL is headquartered in Rock Hill, with branches in Clover, Fort Mill, Lake Wylie, and York. In addition, YCL has a bookmobile and a specialized wheelchair-accessible Sprinter van to provide outreach services.
- Continuing its commitment to learning for education and entertainment, YCL offers a variety of free programs for adults, teenagers, and children. From author visits to theatre performances, everyone can find something to meet their interests. YCL also provides classes for learning to use computers and the Internet.
- Along with its collection of physical and electronic/downloadable library materials, YCL has a robust Virtual Library collection that provides 24/7 access to resources of interest to the student, hobbyist, business owner, health enthusiast, and more. All branches have computers for visitors to use for Internet access and printing, and that children can use for educational games. Wi-Fi service is also available at each branch. In addition, York County residents can check out Hotspots. YCL is committed to helping support digital access and provide resources to bridge the digital divide in York County.

Starting Salary, Hours, & Benefits:

- Beginning salary is $30,659.20 per year for 40 hours per week.
- The benefits package for the Outreach and Bookmobile Assistant includes participation in the South Carolina Retirement System, comprehensive medical benefits including dental and vision, vacation and sick leave, 11 paid holidays, and 3 optional days/floating holidays.

Essential Duties & Responsibilities:

- The Outreach and Bookmobile Assistant provides bookmobile and outreach library services to the citizens of York County, which includes driving and operating a 28-foot multi-ton vehicle.
- Duties also include planning and presenting creative and effective library programs; assisting children, young adults, and adults in selecting and finding appropriate library resources and information; and helping with the presentation and promotion of special events and projects.
- Other duties necessary to help ensure the provision of effective library services and efficient department operations may be assigned by the hiring manager.

Required Training & Experience:

- Bachelor's degree or an equivalent combination of education, training, and experience.
- One to two years of relevant library experience.
- Enthusiastic approach to customer service and the ability to effectively engage with all ages.
- Ability to work a schedule that includes evenings and weekends.

Preferred Training & Experience:

- Experience with computers and digital technology.
- Customer service and problem-solving skills.
- Experience presenting information in a variety of settings, including small and large groups.
- Self-starter able to work with minimal supervision.

Special Certifications & Licenses:

- Must possess and maintain a valid state driver's license with an acceptable driving history.

Physical Demands:

- Performs work that involves walking or standing most of the time, involves exerting between 20 and 50 pounds of force on a regular and recurring basis, lifting up to 50 pounds, and daily carrying, pushing, pulling, bending, and stretching. Also requires skill, adeptness, and speed in the use of the fingers, hands, or limbs on repetitive operation of mechanical or electronic office machines within moderate tolerances or limits of accuracy.

Application Process:

- Applications are available at any York County Library or online at www.yclibrary.org.
- Resumes are required and will not be accepted in lieu of a York County Library employment application. **Incomplete applications will not be accepted.**
- The completed application, along with the accompanying resume, may be hand-delivered, mailed, or emailed to Jennifer Strokis (jennifer.strokis@yclibrary.org), York County Library, 138 East Black Street, Rock Hill, SC 29730.
- Eligible candidates will be called for an interview after the closing date listed on the posting.
- Due to the high volume of applications received, acknowledgment of their receipt will not be sent to applicants.

Posting closes October 17, 2026.

York County Library is an equal opportunity/affirmative action employer committed to achieving excellence and strength through diversity. York County Library seeks a wide range of applicants for its positions so that one of our core values, a qualified and diverse workforce, will be affirmed. Americans with Disabilities Act (ADA) compliance requires York County Library to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.