

## CICS-Larry Hawkins - Library Media Specialist (LMS)

The new CICS-Larry Hawkins Edison Learning Partnership School in Chicago, IL (7-12) located at 801 East 133rd Place is currently accepting applications for a Library Media Specialist for the 2010-2011 school year.

The Library Media Specialist (LMS) is a teacher who specializes in promoting the integration of information literacy and technology into the curriculum. The LMS helps students use reading to learn and teaches students and staff to find, evaluate, and use information. The LMS provides ongoing training in both technology and information literacy, and manages the Library Media Center (LMC) to provide an environment conducive to learning for all. The LMS manages electronic, print, video and other traditional and nontraditional information resources for the Edison School. The LMS reports to the Technology Manager.

### Responsibilities:

- **Build the capacity** of students and staff to retrieve, evaluate and organize information through flexible scheduling and independent use of the LMC
- Teach students effective research methods
- Guide students and staff through on-line data retrieval
- Promote books and reading by coordinating school-wide reading programs
- Work with staff, students, and parents to build an understanding of the community standards for the ethical and responsible use of information and technology
- Provide training and support to staff and administration on all technology and information literacy standards and on all enterprise systems, especially in those areas related to curriculum and instruction, such as SLCs and Benchmarks
- **Collaborate** with teachers to integrate information literacy, technology and core curriculum, customizing / developing curriculum materials as needed
- Work with Technology Manager, curriculum coordinators and leadership team to incorporate information and technology literacy into on-going professional development, customizing/developing training materials as needed
- Locate and review curriculum specific resources
- **Organize**, catalog, and process resources of all media types so that they are accessible to the entire school community
- Assess library collection and order materials to support the Edison curriculum
- Facilitate the circulation of traditional and nontraditional library materials
- Work with Technology Manager, SOM &/or Principal to develop and manage annual budget based on school and curricular needs
- Establish policies and procedures for all aspects of the Library Media Center
- **Provide leadership** by serving on key leadership, instructional, &/or curricular committees
- Communicate with other LMSs to share and improve the resources and systems being utilized

### Helpful Skills:

- Energetic, creative, flexible, optimistic, ability to foster teamwork

### Requirements:

- Appropriate state teacher certification
- Bachelor's degree required; masters in library preferred. Educational Technology degree may be considered, depending on experience.
- Significant school library experience.
- Significant experience teaching with electronic and Internet resources.
- Strong technology skills.
- Strong classroom management skills.

For more information and to apply online, visit our Web site at [www.edisonlearning.com/join\\_our\\_team](http://www.edisonlearning.com/join_our_team) <[http://www.edisonlearning.com/join\\_our\\_team](http://www.edisonlearning.com/join_our_team)> or email [Jacqueline.Burton@edisonlearning.com](mailto:Jacqueline.Burton@edisonlearning.com).