

**The American International School of Bucharest
seeks a PYP teacher-librarian
for an initial one year contract, to inspire and support our students.**

At AISB, we are engaged in a fascinating conversation about how we prepare our students for what is a fast-changing world. We want to attract forward-thinking professionals to our faculty who have the human skills to really engage and inspire our students. We are interested as much in who you are - what motivates you; what life experience you will bring with you, and what you think really matters in education. We are an educational community that wants to talk about ideas and work together to prioritise what we believe in. In this spirit, we seek professionals who actively collaborate with colleagues and who are willing to try fresh approaches to teaching and learning.

A successful candidate will:

- Have experience in running library facilities in an educational setting
- Be certified as an Elementary teacher
- Be proficient in English (reading, writing, speaking)
- Seek to build strong professional relationships based upon mutual respect, trust and collaboration
- Be organized, self-motivated, and flexible

A successful candidate should:

- Have experience in a IB PYP setting
- Have proven online teaching skills, utilising a range of platforms i.e. Zoom, Seesaw or Google Classroom
- Be skilled in technological platforms and applications relevant to the Library (i.e. Destiny)

KEY RESPONSIBILITIES

Support learning in our community

- Promote literacy and the love of reading for all learners in our community.
- Plan, implement and evaluate the PYP Library program, policies, and services as part of the AISB Library Team
- Support transdisciplinary learning through collaborative planning with grade level teams
- Collaborate with teachers in implementing learning programmes, applying current instructional strategies through a flexibly scheduled program
- Design a schedule that ensures access to Library resources for all
- Provide library systems and technology training and orientation activities for our community
- Coordinate large whole school events such as author visits or reading challenges
- Actively engage in ongoing professional learning relating to learning, librarianship, and information technologies
- Contribute to internal capacity at AISB through participation and coordination of book clubs, PLCs and other opportunities as they arise

Develop and maintain our Library Spaces and Resources

- Manage Library spaces as learning environments and public spaces
- Lead on the development and promotion of the Library as a space dedicated to the spread of ideas, information, and learning
- Classify, catalog, and organize the PYP Library materials for maximum accessibility and availability
- Work closely with the pedagogical and curriculum coordinators and teachers to ensure our collection serves our learners needs
- Follow AISB Library policies for collection maintenance
- Collaborate with ELC homeroom teachers and Library staff to build, maintain and curate classroom libraries
- Curate and maintain a professional learning library that aligns to the professional needs of AISB faculty and staff
- Work collaboratively with Library staff across the campus
- Collaborate and support a team of library assistants across two Library spaces