

## School Librarian

<b>Length of Year:</b>	10 month work calendar	<b>Effective Date:</b>	June 1, 2005
<b>Salary*:</b>	\$32,000 - \$37,000	<b>Benefits:</b>	- Health insurance - Dental insurance - STD/LTD (disability insurance) - Tuition benefit (50%)

\* This scale serves as a basis for determining salary. Each candidate's credentials will be viewed individually. The administration reserves the right to determine contractual salaries based on their best judgment.

### Qualifications

- Must be a Spirit-filled Christian in full agreement with our Statement of Faith
- Graduate degree in library science
- Two to three years of experience preferred
- Willing to comply with the rules, regulations, and policies which govern Covenant Christian Ministries/Church

### Essential Job Functions

Daily activities include reference and research work, curriculum integration, media lab supervision, and management of electronic catalog and circulation. The media specialist will monitor Internet usage of students. Interpersonal skills are a priority. The media specialist is responsible for helping students develop the skills, attitude, and knowledge to become effective self-directed learners as adults. He/she is responsible for maintaining effective communication with teachers in order to provide supplemental materials and services to support and enrich the curriculum. Duties of an administrative, instructional, and consultative nature are involved.

### Application Procedure

Interested and qualified applicants must download, print and fill the following employment documents (PDF files - you need the [Free Adobe Acrobat Reader](#)):



[Click to obtain Employment Application](#)



[Click to obtain Pastor's Recommendation Application](#)



[Click to obtain Professional Recommendation Application](#)

and send these additional documents through mail or by fax:

1. Formal cover letter
2. Resume outlining qualifications and experience
3. Copies of transcripts and credentials
4. List of references (professional/pastoral)

#### MAIL TO:

COVENANT CHRISTIAN MINISTRIES  
P.O. Box 4065  
Marietta, GA 30061

OR

#### FAX TO:

(770) 919-2098

Phone: (770) 919-0022

Email: [ccma@bellsouth.net](mailto:ccma@bellsouth.net)