JULIAN MERCER

LIBRARIAN

San Francisco, CA | (415) 555-0148 | julian.mercer@email.com | linkedin.com/in/julianmercer

PROFESSIONAL SUMMARY

Librarian with 7+ years in public libraries serving children, teens, and adults. Builds collections, runs literacy and digital skills programs, and connects patrons to information with measurable gains in attendance and circulation.

PROFESSIONAL EXPERIENCE

Branch Librarian Feb 2022 - Present
Brooklyn Public Library, Brooklyn, NY

- Manage a branch collection of 45,000 items and refreshed the teen section, which increased teen checkouts 22% in one year.
- Plan and lead 15 programs a month, including story time, ESL conversation groups, and resume workshops, with attendance up 30%.
- Supervise four staff members and 12 volunteers, setting schedules and training them on the reference desk.
- Partnered with three local schools to issue library cards to students, adding about 900 active cardholders.
- Applied for and managed a $15,000 literacy grant, reporting attendance and book distribution to the funder each quarter.
- Review circulation and door count data monthly and adjust open hours and program times to match peak use.

Librarian I Jul 2019 - Jan 2022

- Answered reference and readers' advisory questions at the desk and by chat, averaging 35 questions a day.
- Taught digital literacy classes for adults on email, online forms, and job search sites, helping over 200 learners complete their first sessions.
- Weeded and rebuilt the nonfiction section using circulation reports, raising its turnover rate.
- Curated a Spanish-language picture book collection after surveying local families, and circulation of those titles doubled in a year.
- Led summer reading challenges with 400 registered children and tracked completions with the system's online tool.

Library Associate Sep 2017 - Jun 2019
Queens Public Library, Queens, NY

- Checked in materials, shelved holds, and helped patrons use self-checkout and printing stations.
- Ran Saturday homework help for elementary students with two volunteers.

Library Assistant Jun 2016 - Aug 2017
New York Public Library, New York, NY

- Staffed the circulation desk, handled holds and fines, and helped patrons register for library cards.
- Shelf-read the children's room each week to keep titles in order and spot damaged books for repair.
- Assisted with story time setup and counted attendance for monthly program reports.

CORE SKILLS

Reference and readers' advisory | Collection development | Library programming | Cataloging and metadata | Digital literacy instruction | Integrated library systems | Community outreach | Staff and volunteer supervision | Information literacy | Children's and teen services | Grant reporting | Circulation analysis | Spanish language conversational

EDUCATION

M.S. in Library and Information Science (ALA-accredited MLIS), Pratt Institute School of Information, New York, NY

CERTIFICATIONS

Public Librarian Professional Certificate (New York State) | CPR and First Aid