

# Lopatcong Township School District

## Dr. Debra Mercora, Superintendent

### Lopatcong Township Elementary School

Eric S. Renfors, Interim Principal  
263 Route 57  
Phillipsburg, New Jersey 08865  
Phone: 908-859-0800  
Fax: 908-213-1339

### Lopatcong Township Middle School

Richard A. Bonney, Principal  
321 Stonehenge Drive  
Phillipsburg, New Jersey 08865  
Phone: 908-213-2995  
Fax: 908-213-0373

## Employment Opportunity Part-Time School Library-Media Specialist

**Position Specifics:** Part-Time School Library-Media Specialist

### Mandatory Qualifications:

- Valid New Jersey Certificate
- Strong interest in working with teachers to develop and implement programming to meet the needs of students
- Experience with applying NJSLs
- Required criminal history background check

**Reports To:** Elementary and Middle School Principal

### Job Description/Responsibilities:

- Develop and coordinate educational media services and assist staff and students in the effective use of the media center and information technology as a learning resource to support the school's curriculum.
- Responsible for the operation and supervision of the elementary and middle school library-media center.
- Maintains a comprehensive and efficient system for cataloging all school library-media center materials and instructs staff and students on use of the system.
- Coordinates library skills instruction with classroom instruction and works to achieve state curriculum content standards and district educational goals and objectives and collaborates with teachers to integrate information literacy competencies across the curricula.

**Salary:** As per the current Collective Bargaining Agreement.

**Position Available:** Immediately

**Respond to:** Dr. Debra Mercora, Superintendent  
[mercorad@lopatcongschool.org](mailto:mercorad@lopatcongschool.org)  
Indicate "Library-Media Specialist Candidate" in subject line

**Deadline:** Until a suitable candidate is found.