

Job Description – School Librarian

The School Librarian will lead the library as a vibrant, technology-enabled learning space that supports the academic and digital needs of students and teachers. The role includes curating, organizing, and maintaining an extensive collection of print books, e-books, online databases, and multimedia resources. The librarian will manage digital cataloguing systems, library management software, and online research platforms to ensure seamless access and efficient circulation.

A key responsibility is to foster a love for reading by designing engaging reading programs, book talks, and literacy initiatives tailored to different age groups. The librarian will collaborate closely with teachers to integrate library and digital resources into classroom learning, supporting project-based work, research assignments, and digital literacy development.

The role also involves guiding students in the safe and effective use of technology, teaching them to navigate online resources responsibly, evaluate information critically, and develop strong research skills. Additionally, the librarian will maintain an inviting, student-friendly library environment, promote the use of educational technologies, and introduce innovative tools that enhance learning.

Overall, the School Librarian will play a central role in creating a future-ready learning ecosystem by blending traditional library services with modern digital tools, ensuring that students thrive in an increasingly tech-driven academic landscape.