

Position Details	
Position Title	Librarian
Employment Type	Full-time
Location	Thursday Island
Minimum Award/Classification	Torres Shire Council Certified Agreement 2022 QLGIA (Stream A) Division 2, Section 1 - Level 2.1
Maximum Award / Classification	Torres Shire Council Certified Agreement 2022 QLGIA (Stream A) Division 2, Section 1 - Level 3.1
Roster Pattern	19-day month
Position Summary	<p>Librarian Salary Range: \$53,194.00 - \$58,178.80 Location: Thursday Island Close Date: 02/02/2026</p> <p>Reporting to the Manager Corporate & Community Services, this key position is responsible for managing and ensuring that library resources and services meet the needs of council and the community.</p> <p>The individual we are seeking will be a highly motivated team player working proactively in a busy work environment. You will need to be able to work autonomously as well as in a team.</p> <p>Ideally, the successful applicant will need to:</p> <ul style="list-style-type: none"> • Have experience in library services and operations • Have experience in a supervisory position in a medium-sized organisation • Have strong organisational and computer skills • Have strong written and verbal communication skills • Interact and provide professional customer service to a diverse range of people • Demonstrate excellence in applying analytical skills and planning required to achieve goals and deadlines. <p>For a complete list of key duties, responsibilities, and selection criteria, please download the position description for this role from Council's website.</p> <p>In return, we offer the following benefits:</p> <ul style="list-style-type: none"> • A supportive team environment • A 19-day working month • Six (6) weeks of annual leave • A 12% superannuation contribution • Annual leave loading • Locality Allowance • Remote Area Allowance • Subsidised health and well-being memberships (gym/swimming pool) • Ongoing opportunities for learning and development
How to apply	<p>To be eligible to apply for a position at Torres Shire Council, you must fulfil one of the following criteria:</p> <ul style="list-style-type: none"> • Be a permanent resident of Australia • Be an Australian citizen • Have an entitlement to work visa

	<p>Note: Torres Shire Council encourages applications from Aboriginal and Torres Strait Islander people.</p> <p>Address your application to the <i>Human Resources Manager</i> and email to employment@torres.qld.gov.au.</p> <p>Please ensure your application includes the following:</p> <ul style="list-style-type: none"> • A copy of your résumé • A cover letter addressing the key selection criteria <p>Selection Criteria</p> <p>Please address the following selection criteria in your application.</p> <p><u>Note: Applications not addressing the full selection criteria will not be considered.</u></p> <ol style="list-style-type: none"> 1. Eligibility for Working with Children Check (Blue Card). 2. Qualification in Library and Information Services (e.g., Certificate III/IV, Diploma, or Degree) or relative experience in library duties and functions. 3. Experience using Library Management Systems or other digital management systems. 4. Experience in public library operations, cataloguing, or community program delivery. 5. Skills in customer service, communication, and basic digital literacy. 6. Ability to work respectfully with diverse communities, including Aboriginal and Torres Strait Islander peoples. 7. Friendly, approachable customer service style. 8. Strong organisational skills and attention to detail. 9. Ability to work as part of a small, adaptable team in a community environment. 10. Willingness to learn new technologies and support digital literacy. 11. Cultural sensitivity and ability to build trust with local communities. <p>Desirable</p> <ol style="list-style-type: none"> 1. Local government experience. <p>Pre-Employment Assessment</p> <p>As part of the selection process, applicants may be required to undertake some or all the following pre-employment assessments/checks:</p> <ul style="list-style-type: none"> • Pre-employment medical, which will include a functional capacity assessment and may include a drug and alcohol test • National police/criminal history check • Numeracy and literacy assessment • Computer skills assessment • Qualification/licence verification • <i>Right to Work in Australia</i> check • Psychometric testing
Contact Person	Torres Shire Council Human Resource Manager
Contact Number	0418 619 329
Contact Email	employment@torres.qld.gov.au
Closing Date	<p>5pm, 02/02/2026</p> <p>Please ensure your application is submitted before this time as we do not accept late applications.</p>