

SERVING THE COMMUNITIES OF

Birmingham, Beverly Hills, Bingham Farms
Bloomfield Hills

LIBRARY BOARD OF DIRECTORS

Wendy Friedman, Pam Graham, Frank Pisano,
Karen Rock, Danielle Rumble, Jennifer Wheeler

LIBRARY DIRECTOR

Rebekah Craft

Baldwin Public Library – Position Posting

The Baldwin Public Library is the public library of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills. It is a Class V library with a service population of 37,981 people. The Baldwin Public Library values providing excellent customer service, a wide range of collections, extensive and varied programs, and a diverse, welcoming, and inclusive environment for visitors and staff.

POSITION:

NEXT CHAPTER LIBRARY INTERN – PART-TIME

In its inaugural year, the Michigan Next Chapter Library Intern program desires to give teens from diverse backgrounds exposure to librarianship as a career.

Through the course of a nine-week internship program, which is hosted in a number of libraries around the state, we desire to cultivate a cohort of next generation library professionals and advocates, enhance library programs and services by seeing our work through the lens of an intern, and eventually fill in gaps in our workforce that currently do not reflect the communities we serve today or will serve in the future.

The intern selected for this program will be selected based on their aptitude and interest in the opportunity.

HOURS:

15 hours per week for nine weeks from June 15 through August 12, 2026. Includes evenings and weekends on a flexible basis.

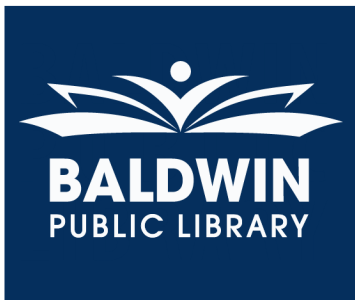
QUALIFICATIONS:

Entering 11th grade, 12th grade, or first year of college, university, or trade school in September 2026.

REQUIREMENTS:

Candidates will be evaluated on the full range of their personal background, experience, and direct and transferable skills. Preferred requirements:

- Previous experience working with the public in any capacity.
- Responsive and consistent communication in person, by phone/text, and by email.
- Interest in learning about the profession, ethics, values, and practices of librarianship and public libraries.



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RESPONSIBILITIES:

Reporting to the Teen Librarian II, the Next Chapter Intern will be required to fulfill the following duties:

- Participate in all group events scheduled for the Michigan Next Chapter Library Intern Program, of which the Baldwin Public Library will pay for travel fees and meals, including:
 - **June 16-17, 2026:** Kickoff event to be held at Clinton Macomb Public Library, which will include an optional library tour, introduction to library science, panel discussion about current issues (misinformation, intellectual freedom, artificial intelligence), True Colors personality assessment, project brainstorming with mentors, sharing of project ideals
 - **July 2026:** Virtual group progress meeting
 - **August 11-12, 2026:** Closing event at the University of Michigan – North Campus, which will include intern final presentations, a lecture on “The Future Depends on You”, evaluation, and optional library tour.
- Over the course of this nine-week internship, the intern will spend time in each of the library’s departments learning about how each department functions and participating in the day-to-day work of the library. The intern will participate in running programs, working at the reference desk, selecting and evaluating materials, facilitating the circulation of library materials, and many other aspects of library work.
- With their mentors, interns will develop a connected learning project to be completed over the summer. Interns are expected to spend dedicated time writing, reflecting, and sharing about their experience.

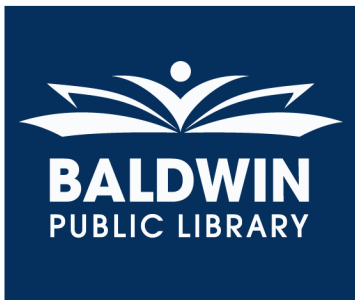
HOURLY RATE:

\$15.00 per hour

APPLICATION:

Accepted until Wednesday, May 6, 2026. Your application must include:

- A cover letter explaining why you are interested in this position and a brief overview of your proposed internship project.
- A completed Baldwin Public Library Employment Application found on Baldwin’s Employment webpage.
- A work permit if you are under the age of 18



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PROCEDURE:

To: Baldwin Public Library
Attn: Robert Stratton
300 W. Merrill, Birmingham, MI 48009
Electronically to: hr@baldwinlib.org

If you need accommodations, we are happy to work with you, both during our interview process and after you are hired. Please contact hr@baldwinlib.org to request accommodations.