

## CENTRAL BAPTIST CHURCH OF CAMP SPRINGS

### CHURCH OFFICER POSITION DESCRIPTION

*Church Librarian*  
*Assistant Church Librarian*

#### **Duties:**

1. Coordinate biblical material in concert with the Church Vision.
2. Ensure all material is of sound doctrine and consistent with the Christian Church views.
3. Keep the library stocked with current resources.
4. Make the library accessible to the membership of the Church.
5. Maintain records of all library materials to include a sign-out and return record of all materials.

#### **Qualifications:**

- 1 Must be a member of Central Baptist Church in good and regular standing as outlined in the Church Constitution and By-Laws.
- 2 Must be a Christian who holds fast to the faith and Gospel of Jesus Christ.
- 3 Must attend worship service on a regular basis.
- 4 Must have a good personality and work well with others.
- 5 Must support the Pastor and the Vision of the Church.