

The Apalachin Library is seeking an enthusiastic individual with a vision for serving the local community as Library Director. The library is open to the public 35 hours per week.

The ideal candidate will demonstrate strong leadership, verbal and written communication skills, and excellent interpersonal skills. They will feel comfortable serving as the face of the library on site and in the community. The candidate will possess strong organizational skills, problem solving capabilities, the ability and willingness to advocate for the library, experience with computer technology and electronic resources, and fiscal management skills.

The Library Director is responsible for overseeing all library functions including: supervision of staff and volunteers, working directly with the Board of Trustees, interacting regularly with the public and the community, developing and maintaining community partnerships, collection development, youth and adult programming, grant writing, fiscal management and oversight of the budget, maintaining the library website, and managing the library facility.

Minimum qualifications: Two academic years of study at an approved college or university in good academic standing; knowledge of library philosophy, principles, and procedures; library experience; supervisory experience and; the ability to work in a dynamic and changing environment.

Compensation: \$35,000-\$38,000 based on education and experience. The Library Director serves a flexible 30 hours per week, including evenings and weekends and reports to the Board of Trustees. It is expected that the Library Director will work the majority of hours on site. There are no health benefits.

Qualified, interested individuals should email a cover letter, resume/CV, and three references to the Search Committee: apalachinlibrarysearch@gmail.com. Submission Deadline: Monday, November 14, 2022.