

Posting For Library Director Newbury Town Library 2011

Institution Type: Public Library

Job Type: Full Time

Institution: Newbury Town Library

Location: Northeast

Title: Library Director

Duties/Description:

The Town of Newbury, through its elected Board of Library Trustees, seeks an innovative and energetic full-time library director to direct and manage all operations and activities of the Newbury Town Library.

Newbury is a small town of approximately 7,000 residents situated on the North Shore of Massachusetts. The town is comprised of OldTown, Plum Island, and Byfield. The Newbury Town Library, a beautiful new facility, was opened in 2001.

The Director oversees all library programs and services and is responsible for maintaining and improving the efficiency and effectiveness of all library functions as defined by the library mission, long range plan and policies.

Responsible for all library staff, activities and resources, the director oversees the development and delivery of library programs, collections, and services to meet individual and community needs. The Director partners with the Library Trustees, the Friends of the Library, town government, community groups and local businesses to provide a community and patron-centered, technologically-innovative library.

The Newbury Town Library is in the first phase of a consortium wide change of circulation systems. The Director will be instrumental in moving this project forward.

Qualification: Applicants should possess practical expertise in leadership, personnel administration, and budget management. Excellent computer and customer service skills, plus the ability to communicate effectively, motivate and develop staff and promote community relations with municipal government are required. The ideal candidate should be energetic, and be able to act independently and creatively to develop and promote library programs and services. The ideal candidate should be able to work thru challenging situations and view them as growth opportunities.

Education: The preferred candidate will have direct library operations experience and possess a MLS from an accredited ALA program.

Salary: Salary depending upon qualifications; includes benefits

Closing Date: Deadline for applications is August 15, 2011

To Apply: Interested candidates may email a cover letter, resume and the names of three references in PDF, or Word format to: newburylibraryresumes@gmail.com. No calls, please.

Posted: 27 July, 2011