

Internal/External Posting

LIBRARY DIRECTOR CITY OF MIDLAND, MI

Salary Range: \$91,565 - \$118,617 /yr. DOQ

Under the general direction of the City Manager, the Library Director oversees and directs the activities and services of the Grace A. Dow Memorial Library and provides management oversight for the staff of Midland Community Television (MCTV). The Library Director is responsible for staffing, staff development, Library Board development, the provision of exceptional public service delivery, marketing, advocacy, government & community relations, budgeting, and planning. The Library Director attends all meetings of the Library Board and when required, those of the City Council in order to further the goals of the Library and MCTV.

Education and Experience:

- Master's Degree in Library Science from an ALA-accredited program. Possession of Librarian's Permanent Professional Certificate issued by the Library of Michigan or ability to obtain certification. Certificate requires 4 years of full-time employment or an equivalent time period of paid professional library work following the completion of the MLS degree. Five years professional library experience at a management level.
- Must possess strong oral and written communication skills.
- Extensive knowledge of the principles and practices of library management including best practices and trends in libraries.
- Working knowledge of principles and practices of budget preparation and administration.
- Experience developing and implementing goals, objectives, policies and procedures
- Ability to establish and maintain effective working relationships with Library Board, Friends of the Library, community & philanthropic organizations, City officials, and the public.
- Ability to resolve complex issues and complaints.
- Strong leadership skills with experience supervising and developing employees and delegating tasks and authority.

Position will remain open until filled but for first consideration, application should be submitted by April 2, 2018. Interested candidates may apply online through City's website: www.cityofmidlandmi.gov and include cover letter and resume with application.

Note: This position is within the unclassified service of the City of Midland, as identified by Section 2-67 of the Code of Ordinances. APPOINTMENT WILL BE MADE BY THE CITY MANAGER.

The City of Midland (City) is an equal opportunity employer and considers all applicants for employment without regard to race, color, religion, sex, national origin, age, disability, veteran's status or any other factors covered by state or Federal law. The City also provides "reasonable accommodations" to qualified individuals with disabilities, in accordance with the Americans with Disabilities Act and applicable state and local laws.