



Position opening: Library Director

Application deadline: COB Thursday, June 27, 2019

About the North Plains Public Library:

The North Plains Public Library is located in a charming library building in the center of a small town on the western edge of the Portland metropolitan area. Currently the library is experiencing a period of rapid growth both in terms of its service population, and in terms of exceptional patron-facing programming events. Many of these feature integral multicultural elements.

The Library participates in and receives centralized services as well as operating funds as a member of the Washington County Cooperative Library Services (WCCLS). The stable funding outlook is due to the continuing renewal of a five-year county-wide levy.

The Library is open to the public 50 hours weekly with a service area of about 6,000 people. Memberships in WCCLS and the Metropolitan Interlibrary eXchange (MIX) allow residents throughout the area to use all libraries.

Strong support from the Friends of the North Plains Public Library supplements the book budget, special events and programs, and the Friends hold the ownership of the library building. The Library is a City Department and the Library Director reports directly to the City Manager.

About the position:

The City of North Plains is recruiting a library leader to work with the Board and staff to continue expanding successful library services, events and programs to the community.

The Library Director plans, advocates and budgets for library services and leads the day-to-day operations of the Library. This position is full-time and supervises a staff of 4.7 FTE.

The Library Director works closely with the Friends of the Library to assist with local fundraising, volunteering and partnerships. Community outreach is both virtual and in-person. Collaborating with community leaders in the planning for additional library space will be an important role.

Qualifications:

- Master's degree in library science from an American Library Association accredited institution.
- Five years of public library experience, including three years in supervision/management.
- Demonstrated leadership, community relations and planning skills.

Desired additional skills:

- The ideal candidate will have a strong track record creating and hosting public-facing library programs and events.
- The ideal candidate will additionally have experience with managing successful capital fundraising campaigns, or similar fundraising events.

Compensation:

Annual salary range is \$75,651 - \$93,041. Health insurance and retirement benefits are also included.

Selection timeline:

- June 27, 2019 Closing date for applications
- July 16-17, 2019 Interviews of candidates

To apply submit:

- City of North Plains application for employment, see www.northplains.org/hr/page/employment-application
- Current resume
- Cover letter
- A maximum one-page essay that describes your experience with strategic planning, project planning and how you would continue to implement the North Plains Public Library Strategic Plan.
- A separate maximum one-page essay describing how currently emerging trends in librarianship will impact the rapidly growing North Plains community.

Send to:

City of North Plains
31360 NW Commercial St
North Plains, OR 97133

Or email in one PDF document to: citymanager@northplains.org

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