Library Director

Mount Vernon Public Library
Mount Vernon, New York, United States

Salary: $115,000.00 - $125,664.00 (Yearly Salary)

Status: Full-time

Posted: 08/04/17

Deadline: 09/08/17

Position: Library Director

Position Description:
The Mount Vernon Public Library Board of Trustees currently seeks a dynamic and visionary leader as the Library Director. Under the general supervision of the Library Board of Trustees, the Library Director serves as the Chief Operating Officer responsible for the day-to-day administration and management of the library. The Library Director will be the active public face of the Library.

Position Responsibilities:
The incumbent must be a visionary with strategic and tactical approaches to:

- plan, organize and direct operations and activities that meets the needs of a diverse community;
- provide ongoing evaluation of each Department to ensure proper implementation of program and staffing goals;
- develop and sustain relationships with the Friends of the MVPL, the MVPL Foundation, and other community partners which offer support to the library daily.
- maintain and encourage community outreach with local stakeholders and elected officials to advance the mission of the MVPL
• implement joint partnerships with community organizations to provide programming suitable and interested by the demographic.
• enhance and sustain services to the Westchester Central Library members

Required Qualifications:

Comprehensive knowledge of library administration practices; comprehensive knowledge of modern library organizations, procedures, policies, aims and services; comprehensive knowledge of modern principles and practices of library sciences; through knowledge of applications of computer technology to library operations; ability to train and supervise library staff; Ability to plan and coordinate the work of others; ability to exercise leadership and motivate others; ability to evaluate situations, meet people easily, and work effectively with other community groups or government agencies; ability to read and comprehend library research; ability to express ideas clearly and effectively both orally and in writing to groups and individuals; honestly; integrity; resourcefulness and physical condition commensurate with the demands of the position.

Master’s Degree in Librarianship from a library school that is accredited by the American Library Association or recognized by the New York State Education Department as following acceptable education practices; AND

Six (6) years of satisfactory professional library experience. PLUS at least Two (2), years of which must have been in an administrative capacity.

Closing Date: 09/08/17

Special Instructions to Applicants:
Candidates interested in this position should forward cover letter, resume and salary requirements to the Personnel Committee at mvplpersonnel@wlsmail.org