

Available Position Title: Library Director

Employer: Mount Pleasant Free Public Library Association, Inc.

A small-town library located 45 miles southeast of Pittsburgh serves a population of approximately 11,000 in the Mount Pleasant borough and township. It is a member of the Westmoreland County Federated Library System, an alliance of member libraries serving the residents of Westmoreland County and has a staff of eight.

Job Summary: The Director must be enthusiastic, a self-starting professional leader, dedicated to public service to build or strengthen relationships between the library and the community and be willing to participate in evening activities and special events. They will work in tandem with the library's staff, committees and organizations devoted to libraries, and the district school system. Although the applicant will work closely with the board of directors and be responsible for managing all elements of library operations, the board of directors have ultimate authority over the library.

Candidates must exhibit professional library science expertise and a thorough grasp of current best practices for libraries and newly developing technologies. They should have knowledge of financial management, programming, electronic and internet technologies (including social media), advocacy, marketing, public relations, budgeting, revenue stream generation, personnel management, policy development, physical structure management and long-range planning. Strong organizational abilities, excellent verbal and writing communication skills, flexibility, an open mind, and ensuring collection reflects the values in the Library Bill of Rights are qualities that should be displayed by ideal applicants. Integrity, motivation, and enthusiasm are highly desired.

Qualifications:

Bachelor's degree including 12 credits in library science from a 4-year accredited college or university.

or

Bachelor's degree with no credits in library science from a 4- year accredited college or university and 12 college credits in library science.

or

Bachelor's degree with no credits in library science from a 4- year accredited college or university and a commitment to obtain 12 college credits in library science.

Salary: \$35k – \$42K Note: Salary is determined by credentials. Hours are 35-37 hours/week including one evening per week and one weekend day per month.

To Apply: Qualified candidates should submit a cover letter, resume, and three references to bvmatheny@gmail.com Applications will be accepted until the position is filled.

July 29, 2023