

Library Director

The Valley Head Public Library Board is seeking an enthusiastic leader who is passionate about libraries and the important role they play in communities. The VHPL is located in southern Randolph County, WV, servicing the rural population of the area & bordering counties including children enrolled in public schools and home-school programs.

The successful candidate must be an effective communicator, have strong organizational skills, demonstrate management experience and possess a sound work ethic, be proficient in computer skills & related information technology. Experience with grant writing is beneficial. The position entails 32-35 hours per week. More detail will be provided during the interview process.

Supervisory authority: Supervises 1 PTE and volunteers

Working conditions: Work includes prolonged sitting, as well as moderate lifting, manual dexterity, clear speech, and visual hearing acuity and minor situations requiring problem solving with patience and tact. The noise level is usually moderate. Must be able to transport oneself to work-related meetings, workshops, conferences, etc.

Minimum Qualifications: Prefer Undergraduate degree or equivalent with proven experience in administration, management, operations and finance and knowledge of public library services and operations. Hiring includes a security background clearance. Upon hiring, the library director is expected to successfully complete a one year probationary period including regular performance evaluations. Attendance at the "New Director's Academy" is mandatory.

Compensation: Minimum starting \$10/hr plus a competitive benefits package

Interested applicants should send a resume including three professional references to:

Search Committee for VHPL, PO Box 57, Valley Head, WV 26294

Alternatively, resumes may be sent via e-mail to: vhplsearch1@gmail.com

Application review will begin July 21, 2016 and close on July 28, 2016. The position will be open until filled.

The Valley Head Public Library is an Equal Opportunity Employer