

Director, Clayton-Liberty Township Public Library

At Clayton-Liberty Township Public Library, we love our job! If you want to work in a friendly, positive, and enjoyable environment, look no further than our community library. Our team of enthusiastic librarians work together to create an inviting and fun hub for all residents of our rural community and neighboring towns. Our loyal patrons and staff welcome any individual who is excited about embracing an important role in our family-friendly community. Please consider this exciting opportunity!

About the Library

Clayton-Liberty Township Public Library, located 35 minutes west of Indianapolis, was founded in 1929 and is an integral part of our growing rural community in Hendricks County. The library serves the small town of Clayton that has a population of 1,120 and makes up a part of the Liberty Township population of 6,166. The library maintains a vibrant staff who supports our community needs through its programs and services. Clayton-Liberty Township Public Library is a member of Evergreen Indiana, and its patrons have access to the online catalog of 100+ libraries around the state.

About the Opportunity

The Board of Trustees is seeking a talented leader who is enthusiastic about serving our growing community. This is an excellent opportunity for an individual who connects with a community-focused library and looks to encourage connections through its resources, services, and programs.

The director is responsible for the operation and management of the library including its facilities, finances, personnel, and inventory and reports to a seven-member appointed Board of Trustees.

Beginning salary is \$44,000, negotiable based on experience and qualifications.

Qualifications and Requirements

The library director will be expected to:

- Foster an environment that engages in strategic thinking that welcomes input from staff, the public, and library stakeholders
- Demonstrate excellent interpersonal and communication skills that establishes trust and maintains effective working relationships with the board, staff, and public
- Remain current and knowledgeable about the library and appropriate methods of operation and has a well-developed business sense
- Support the needs and interests of the community while building strong relationships with the community leaders and organizations.

Additional Qualifications

- Must have Level LC 4 certification (at a minimum) - Bachelor's Degree and 15 credit hours minimum in library science.

How to Apply

To apply for this opportunity, please submit a cover letter, current resume, and professional references using the contact information below. We welcome and encourage any questions you may have about the position and our community!

claytonlibraryboard@gmail.com

Clayton-Liberty Township Public Library Board of Trustees
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