

Job Title: Director, Henderson Memorial Public Library

Salary Range: \$50,000-\$60,000

Reports to: Henderson Memorial Public Library Board of Trustees

The Board of Trustees of the Henderson Memorial Public Library seeks an energetic, creative library director with demonstrated leadership skills and a vision for the future. The candidate will have strong interpersonal skills and strong skills in developing community relations. The successful candidate will lead a dedicated, hard-working, and independent staff. The position is full-time, salaried and exempt. The library is part of CLEVNET, a consortium of 47 libraries in Northeast Ohio, with shared catalog, online resources, and eCollections. Henderson is focused on relationship-building and serving the needs of the community. The library has a history of accomplishing great things by capitalizing on the unique talents and interests of individuals who often perform well beyond the traditional definitions of their jobs.

Henderson Memorial Public Library

The library serves a population of 5500 with an 8300 square foot building, an annual circulation of 161,000 items and an operating budget of \$575,000. The library is an Association Library and has an elected board of nine community members.

Jefferson, Ohio

Henderson Memorial Public Library is located at 54 E. Jefferson St., Jefferson, Ohio 44047. Jefferson is about 55 miles east of Cleveland, and approximately 10 miles west of the Pennsylvania border. Lake Erie is about 13 miles to the north. Jefferson is the county seat of Ashtabula County.

For more information about Jefferson, Ohio, visit the Village of Jefferson online at

<https://jeffersonohio.gov/>

For more information about Ashtabula County, visit the Ashtabula County Visitors Bureau online at:

<https://visitashtabulacounty.com/>

Qualifications:

An MLS or MLIS from an ALA accredited institution preferred or equivalent experience along with management skills.

Other qualifications include:

- *Excellent written/ oral communication and public speaking skills.
- *Knowledge of the library field and librarianship.
- *Analytical problem-solving skills, organizational skills, individual and team leadership skills, and general business knowledge.

For application and a full job description visit our website at: <http://www.henderson.lib.oh.us>

Compensation:

Compensation will be determined by qualifications and experience.

The library offers a competitive benefit package:

Ohio Public Library Retirement System (OPERS)

Health Insurance

Paid Vacation & Holidays

Sick Leave

Application:

Please submit resume with a meaningful cover letter, an application, and a listing of three references, to HMPL Personnel Committee, sent via email to: bev.follin@hmpl.info

Applications will be accepted until the position is filled. Applications received before October 31, 2023 will receive priority consideration.