**Master of Library Science (MLS) for Fruitport Library Director**

**Library Director Description:** Fruitport Library seeks an engaged and energized leader as its Library Director. As we are a newly developing library, the successful candidate will have the desire and ability to help develop and establish our library. The library, in its current state, is an older building located in the Village of Fruitport in the beautiful Pomona Park on Spring Lake on the west side of Michigan near Lake Michigan. The population of both the Village and Township is 13,598 with a large mall and a casino committed to coming in the next few years. There are nearly 7,000 parcels in total. The annual budget is $350,000 and is supported by a millage.

**Responsibilities:** The Fruitport Library Director will work in partnership with the Fruitport Library Committee of six members, three appointed by the Village of Fruitport and three appointed by the Township of Fruitport. The Director will work to develop and implement the Library’s strategic vision and plan. The Director works with a high degree of independence and supports the Library Committee. The Director will keep the Library Committee informed of internal conditions, programing, and all other library related events. The Library Director will be an articulate public spokesman for the library and a supportive team player while fostering positive relationships with employees, residents, officials, agencies and organizations. The Director will be familiar with budgets, all aspects of running a library and supervision of a small staff. Successful grants writing experience and other means to enhance and promote a culture that reflects the Library’s values is a must. The Director will establish community relationships and have a strong philosophy of service for library patrons.

**Qualifications:** Minimum requirements are Class IV, Level II and a minimum of five years of experience leading as an executive director, director, or senior staff position in complex organization or the equivalent background and experience that will enable the candidate to effectively perform the work required. The candidate will have a master’s Degree in library science, business, public administration or education and experience reporting to a governing board. Desired qualifications include demonstrable proficiency in strategic planning, policy development and execution, strong fundraising skills and experience, working knowledge and execution of business processes. The candidate will demonstrate successful fiscal management skills, successful leadership of a small staff and have an understanding of project management. Additional abilities include managing change, seeking and writing grants, communicating effectively, summer and other library programs, providing excellent customer service, maintaining relationships with donors, supporters and other leaders. The successful candidate must live within a reasonable commute distance of the Township and Village. See attached job description.

**Compensation:** The hiring range for the position is $45,000 – 60,000 based on qualification and experience and includes a competitive benefits package.

Send a letter of interest, resume and names/contact information of three professional references by August 31, 2016 to Rose Dillon 231 865-3151 X1521, rdillon@fruitporttownship.com, fax: 231 865-3118