



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352

LIBRARY/COMMUNITY CENTER DIRECTOR City of Zeeland, MI

The City of Zeeland (population 5,581) seeks a library leader who believes in visible leadership, listening to all stakeholders, empowers staff to act and serve with accountability, understands the evolving demands of the modern library and is skilled in focusing the efforts of a team of talented staff. The Howard Miller Library contracts with a number of neighboring townships for service and has a service population of 23,096. The position directs all operations of the library, with guidance from the Library Advisory Board, and coordinates the room use of the adjoining community center. The Library consists of approximately 11 full-time equivalent staff positions and has an annual operating budget of \$1 million. The position is appointed by the Mayor/City Council and serves under the supervision of the City Manager. The position requires a Master's Degree in Library Science from an institution accredited by the American Library Association. A Level II Professional Library Certification is also required. Experience requirements include three years of professional library experience, including supervisory responsibilities in a public or school library. Essential qualifications include the ability to create a vision for the library and utilize strong leadership skills to focus staff and Library Advisory Board efforts toward the fulfillment of the vision, effective oral/written communication skills, capacity to build strong working relationships in the community, a passion for the library service and the community, and a thorough knowledge of library operations with an ability to adapt to the evolving nature of the modern library. This is a salaried position with a salary range of \$57,685 - \$74,989 + excellent benefits. EOE

Cover letter and resume accepted until May 30, 2018 @ 5:00 p.m. to Human Resources, 21 S. Elm St, Zeeland, MI 49464 or clerk@cityofzeeland.com

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