

POSITION AVAILABLE

Department Head, Adult Services Librarian



Salem-South Lyon
District Library

Pay Range: Negotiable \$43,685 - \$59,762

Benefits: Group healthcare & dental plan with flexible spending account; deferred compensation contribution; paid holidays/vacation/sick/personal days

Hours: Full-time. Includes some evenings, Saturday and Sunday hours

Reports to: Library Director

Salem-South Lyon District Library is looking for a creative, passionate, forward-thinking, tech-savvy collaborative team player to help serve our community as the Head of Adult Services

We are looking for ..

- Completion of an ALA accredited MLS
- Minimum three years of professional library experience
- Minimum two years supervisory experience or equivalent
- Winning attitude: enthusiastic, positive public service oriented team player
- Initiative: self-starter, seeks opportunities, uses good judgment, takes intelligent risks
- Accountability: recognizes responsibilities and lives up to commitments
- Proficiency with current and trending reader's advisory
- Works collaboratively with community individuals, organizations and institutions

Who will ..

- Supervise and oversee all managerial and professional operations of the Library's Adult Services Department, including but not limited to
 - Collection development, programming
 - Training & development of adult services staff and volunteers
- Actively seek and apply for grants, awards, and alternative funding
- Participate in professional organizations and continuing education opportunities
- Demonstrate and model excellent internal and external customer service
- Work collaboratively with community organizations
- Represent SSLDL in the community through community events and service organizations
- Actively participates in library planning and development

- Other duties as assigned

The above is intended to describe the major responsibilities and requirements for this position. It is not to be construed as an exhaustive statement of all duties, responsibilities or requirements.

Apply:

Interested individuals should submit a resume, cover letter, which specifically addresses the position requirements, an application and responses to the following questions:

1. In your professional opinion, what does the future hold for public libraries?
2. What is your collection development philosophy?
3. Knowing the community you serve is very important for collection development, program planning, and determining which services to offer. How do you plan to get to know the community this library serves?

Applications will be accepted until the position is filled, but those received by June 8, 2018 will receive first consideration.

Send to Donna Olson at dolson@ssldl.info. For more information, call Donna at 248-437-6431 x206. Download our application here: <http://ssldl.info/about/library-employment>

THE SALEM-SOUTH LYON DISTRICT LIBRARY IS AN "AT WILL," EQUAL OPPORTUNITY EMPLOYER.