**JOB POSTING:**

The Millington Arbela District Library is accepting resumes for the position of Library Director.

Description: The Millington Arbela District Library is a Class III library serving a population of over 7,400 in the Village of Millington and Millington and Arbela Townships. Millington is a charming rural community located in the Thumb of Michigan yet conveniently located to the Saginaw, Flint, and Bay City areas. The Southern Links Trailway trail head is located two blocks from the library and brings a variety of recreational opportunities. The Village and surrounding areas have many quaint antique shops and local eateries.

The library is open 57 hours, six days a week with a staff of 9 and an approximate annual budget of $200,000. The Millington Arbela District Library is a member of the White Pine Library Cooperative.

The Board is seeking a dynamic, positive individual to lead the library. The successful candidate will be a “hands-on” administrator, be visible in the library and in the community, have a vision for library service, and have the ability to articulate that vision to the Board, the staff, and the public. Candidates will have strong technology skills and a vision for the use of technology in providing library services, be an excellent communicator, and have experience in managing and directing employees. Candidates should also be able to demonstrate customer service focus, financial management expertise, and strong Board relations. A complete job description is available at <http://millingtonlibrary.info/> .

Qualifications:
• Bachelor’s degree
• Ability to obtain a Level 3 certification from Library of Michigan within 1 year of hire date.

Preferred:
• A minimum of 2 years of progressively responsible public library experience.
• Knowledge of current public library principles, methods and practices and will possess the ability to establish and maintain effective working relationships with community leaders, public officials, professional groups, library employees and the general public.
• A working knowledge of budget preparation, use of QuickBooks software, grant writing, and fundraising.

Salary Range: $34,000-$40,000 (depending on qualifications and experience). Benefit package includes paid holidays, vacation, personal days, health insurance and retirement.

**Contact:** The Millington Arbela District Library is an equal opportunity employer. Deadline for applications is **October 30, 2020.** Interested individuals should send a cover letter, a resume, and contact information for three references to: millingtondirectorsearch@gmail.com