

**Employment opportunity
as the
Director
of Towanda District Library**

Qualifications:

MLS or MLIS from an ALA-accredited institution preferred; bachelor's degree required (with some library course work).

Some administrative experience preferred, library experience a plus.

Special Requirements:

Significant financial management experience

Strong human relations skills

Knowledge of and vision for ways to use technology to improve services

Ability to connect with community and network with other organizations

Proven leadership and communication skills

Creative problem-solving skills

General Responsibilities:

The Director serves as the chief executive officer of the library, under the direction of the Library Board of Trustees. The Director is responsible for the functioning of the library as a whole, with specific responsibilities including: personnel and scheduling, budgeting and budget control, programming, publicity, grant writing, recommending policy adjustments to the board, collection development, working cooperatively with the Friends' as well as with other organizations in the community and directing the care and maintenance of the physical plant.

Salary Range of \$22,500 to \$30,000 based on a 30 hour per week

All letters and resumes should be received by April 30, 2008. Please send to:

Search Committee
Towanda District Library
301 S. Taylor St.
Towanda, IL 61776