Location: Dover Public Library

Job Title: Library Director

Responsibilities: The city of Dover is seeking an ambitious and innovative leader to serve as the Library Director for the Dover Public Library in Dover, Delaware. This position is a great opportunity for a charismatic and visionary leader in library operations who can develop and implement programs and a mission by encouraging creative thinking. The Library Director will lead a talented and enthusiastic team of 35 part-time and full-time staff members who are committed to creating a thriving library in the heart of the community. This full-time position will report to the LS&S Chief Library Officer and coordinate with the Assistant City Manager of the City of Dover. The Dover Public Library is the largest library in the state and is the anchor library for Kent County. The library building is 46,000 square feet, and provides space for a variety of programs and diverse collections for all age groups. It serves a population of over 62,000. The selected candidate will be the visible face of Dover Public Library and representative in the community. The Library Director supports the Dover mission, vision, and values through exceptional leadership and dedicated customer focus. The Library Director will also support the goals and initiatives of the City of Dover. The Library Director will be responsible for enhancing a strong partnership with local officials, advisory boards and managing the customer relationship.

Requirements: ALA-accredited Master of Library Science or Master of Library and Information Science degree
- At least eight years of public library experience required
- At least eight years of public library management/supervisory experience required
- Excellent verbal and written communication skills as well as organization skills
- Experience tracking usage statistics, data collection and excel reports
- Prior experience with OCLS Worldshare (ILS), ADP, Kronos and MUNIS software preferred
- Advanced public library programming experience
- Strong budgeting and financial management experience
- Experience in a role that requires frequent interaction with patrons, fulfilling the requests of patrons and responsibility for addressing patron issues, questions and suggestions
- Proficient technical skills, including a familiarity with Windows, Microsoft Suite, and knowledge of various technologies

Salary Range: Based on experience


Special Requests: Closing Date: Posted until filled