Location: Frederick County Public Libraries, Thurmont Regional Library
Job Title: Branch Administrator II

Responsibilities: Join the vibrant, community-minded team at Frederick County Public Libraries! We are seeking a creative, energetic, and visionary leader for our Thurmont Regional Library. Located in West-Central Maryland between Washington D.C. and Baltimore, FCPL is a rapidly developing system. By facilitating the public's freedom to explore, invent, and transform, FCPL connects people to ideas and to each other, helping to foster individual and community growth. This professional managerial and supervisory position is responsible for the general operation and management of the Thurmont Regional Library, and for ensuring the delivery of quality library service to the public. Supervision is received from the Associate Director for Public Service. Exempt; full-time; 40 hours per week; varied workdays and hours within Frederick County Public Libraries operating schedule.

Requirements:
. Master of Library Science degree from an American Library Association accredited program
. Minimum 4 years of recent (within the last 10 years) progressively responsible work experience in library management, which must include:
  o Minimum 2 years public library work experience at the middle management level or higher (e.g. Department Head in multi-department library, Director of a small library, Branch Manager of a small branch, etc.); and
  o Minimum 2 years work experience supervising or directing the work of professional and/or paraprofessional staff
. Professional Public Librarian certification from the Maryland State Department of Education or ability to obtain this certification within 6 months after hire
OR
. Bachelor's degree from an accredited college or university
. Minimum 6 years of recent (within the past 10 years) progressively responsible work experience in library management, which must include:
  o Minimum 2 years public library work experience at the middle management level or higher (e.g. Department Head in multi-department library, Director of a small library, Branch Manager of a small branch, etc.); and
  o Minimum 2 years work experience supervising and directing the work of professional and/or paraprofessional staff
. Ability to obtain and maintain Library Associate certification from the MD State Department of Education within 2 years of hire, plus willingness and ability to attend training sessions as applicable

NOTE: A related Master's degree may substitute for 1 year of the professional or para-professional library work experience

Salary Range: Salary: $80,252.00 Annually

Application Process: Deadline to apply: 4:00 pm EST, July 22, 2024. For complete job description and to apply go to: http://www.frederickcountymd.gov/

Closing Date: 4:00 pm EST July 22, 2024