



# Maryland Library Leadership Institute (MLLI) 2025 Request for Proposals for Facilitator

## Summary

The Maryland Library Association (MLA) seeks an innovative, engaging, and forward-thinking facilitator for the 2025 Nettie B. Taylor Maryland Library Leadership Institute (MLLI).

**About the MLLI Program:** The Nettie B. Taylor Maryland Library Leadership Institute is a dynamic weeklong program tailored to meet the needs of library workers from libraries of all types who want to develop their confidence in several essential areas of leadership, including DEI-based leadership, communication, advocacy, and emotional intelligence. Selected participants will be a part of a diverse cohort of library workers from different backgrounds and receive mentorship and guidance from experienced library leaders. This will be an in-person, weeklong program (Monday - Friday), to be held in March 2025. The venue is currently to be determined. This program is held in collaboration with the Maryland Library Association and Maryland State Library Agency. The program has a storied history dating back to 1998. The last time the program was offered was in 2019.

**About Nettie B. Taylor:** Nettie B. Taylor was a driving force in establishing Maryland libraries as some of the best in the nation. She started work at the Maryland State Department of Education in 1948 and beginning in 1960 served as Assistant State Superintendent for Libraries and Chief, Library Development and Services (State Librarian). Her leadership in convincing all types of libraries to work in an environment of resource sharing and cooperation led to Maryland's reputation as "Library Heaven." She retired in 1988 and passed away in 2016. The institute was renamed in her honor for her outstanding contributions of lasting importance to libraries and librarianship. A [Memorial Resolution](#) honoring Nettie B. Taylor was adopted by the Council of the American Library Association in January 2017.

**About the Maryland Library Association (MLA):** MLA was founded in 1923 to promote library interests and development and the profession of librarianship in Maryland. Current membership represents library workers from all levels and types of libraries. The Association's





current strategic vision focuses on collaboration, advocacy, and education. MLA collaborates with and engages individuals and organizations of the Maryland library community to strengthen library workers from all levels and all types of Maryland libraries. MLA works tirelessly to advocate support for libraries, library workers, and library values and provide accessible, diverse, and high-quality educational opportunities for Maryland library workers to participate in to strengthen and empower themselves and enhance the library services they offer in their communities. Learn more at <https://www.mdlib.org>

**About the Maryland State Library Agency (MSLA):** Established as the State Library Agency for Maryland in 2017, MSLA supports local libraries in their mission to provide outstanding resources, programs, and customer service to all Marylanders. Learn more at <https://msla.maryland.gov/Pages/home.aspx>

## Requirements

The facilitator must design a program that ensures that attendees develop confidence in the following essential areas of leadership:

1. **DEI-based leadership:** A focus on creating and fostering an environment that values and respects the diversity of library users and staff. In addition, the ability to recognize and address systemic barriers that prevent marginalized groups from fully accessing library resources and services.
2. **Collaboration and Communication:** A focus on communication as the cornerstone for effective collaboration, community engagement, and organizational success, effective communicators should demonstrate clarity, active listening, transparency, adaptability, collaboration, conflict resolution, and seek feedback.
3. **Advocacy:** A focus on enabling leaders to champion the core values of libraries, including access to information, privacy, democracy, equity, diversity and inclusion, intellectual freedom, social responsibility, and workplace wellness. Attendees will need to be able to secure support and advance policies and legislation that support the library's role as a vital community resource. It should also empower them with advocacy skills and knowledge of state and federal legislative processes and government aspects affecting library support.
4. **Emotional Intelligence:** A focus on facilitating effective communication, relationship-building, and decision-making. Should focus on developing self-awareness, self-regulation, empathy, social skills, motivation, emotional support, and conflict resolution.





5. **Coaching/ Mentoring:** A focus on exploring effective approaches to nurturing growth through tailored guidance and supportive mentorship
6. **Change Management:** A focus on sharing effective strategies for navigating the ongoing changes within libraries. Topics include guiding staff through transitions, adapting services to meet evolving needs, and cultivating a culture of innovation and resilience.
7. **Personal Leadership Style:** An aim to empower individuals to cultivate their unique leadership approach by exploring personal strengths, values, and communication styles
8. **Networking:** A focus on learning effective ways to build rapport with fellow information science professionals, partners in one's customer service area, and with elected/political leadership. The goal of which is advancement both for the library's mission as well as the individual librarian's professional journey.
9. **Community Engagement:** A focus on gaining an understanding of how to build strategic as well as sustainable partnerships in the area that the library serves with the goal of meeting the community's needs. Metrics for successful community engagement are also sought as part of the curriculum.
10. **Active Listening:** A focus on developing ways to learn from both internal as well as external stakeholders so as to identify ways in which library services can be created or modified to fulfill stakeholder expectations of the library. Understanding the best practices for active listening will be key to track success.

Our ideal facilitator(s) will possess extensive experience in leading and facilitating discussions on sensitive topics and will foster a safe and inclusive atmosphere for all participants. They will demonstrate adaptability to diverse learning styles and engage attendees through interactive sessions. Additionally, the facilitator will collaborate effectively with the MLLI planning committee.

The committee will entertain all proposals from qualified candidates, including proposals from an individual or a team. All fees will be negotiated and finalized in a signed contract.

Interested applicants should submit:

- A cover letter and resume
- A schedule of sessions that demonstrate how the curriculum topics will be addressed
- Sample curriculum, schedules, presentations, and related materials if the applicant has prior professional experience providing a similar training program, to show that the applicant can demonstrate the ability to hold a weeklong training
- Explanation regarding whether the approach is based on any specific learning principle/practice or leadership theories/models
- A sample project timeline, working back from March 2025.





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- Cost, including travel expenses, facilitator fee and other applicable expenses.

Proposals must be received by **Friday, May 3, 2024 at 5:00 p.m. EDT** to be considered and must be sent, by mail or email, to:

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