

## Library Director: Fruitport District Library

Fruitport District Library seeks a knowledgeable, motivated and amiable person as Director. The library is located adjacent to Pomona Park in the Village of Fruitport and serves the entire Fruitport Township.

The successful candidate will have a passion for libraries and welcome those who use it of all ages. This candidate will be knowledgeable, innovative leader with an understanding of the library and the community it serves.

The Director reports directly to the Board of Trustees. The Director is responsible for the administration of all library functions within the policies adopted by the Board. The Director is responsible for daily library operations. The regular work week is 40 hours, but may include some evenings and Saturday hours.

### Qualifications:

- Master's Degree from an accredited college or university preferred
- Completion of at least Level 2 certification
- Minimum of 1-3 years' experience in supervisory or administrative positions
- Knowledge of library organization, administration, services and procedures
- Knowledge of current library technology and electronic internet technologies
- Knowledge of long-range planning
- Ability to solve problems and make decisions
- Ability to communicate effectively verbally and in writing with the public, patrons, staff, Friends and Trustees
- Physical ability to lift heavy boxes of books and supplies

Please submit resume to Fruitport District Library Attn: Rose Dillon, Library Board President, 47 Park Street, P.O. Box K, Fruitport, MI 49415. Beginning salary \$45,000. Job posting will be until position is filled.