

The Wadleigh Memorial Library in Milford, NH is currently seeking a dynamic and dedicated Library Director to lead a heavily utilized community resource into the future.

Appointed by an elected Board of seven Library Trustees and under its general direction, the Library Director has overall administrative responsibility for the provision of public library service and functions as a Department Head for the Town of Milford. The position requires independent judgment, initiative and decision-making as well as frequent interaction with the community, town officials and senior staff, local groups and organizations.

The Library Director administers, develops, plans and/or oversees all aspects of library operations, including personnel selection, supervision and performance evaluations; budgeting and expenditures; collection development and maintenance; materials processing; building and grounds maintenance; automation and the use of appropriate technology; programming; marketing; policies, plans and procedures; reports and presentations; and community and vendor relations. The Director will also be working closely with library trustees on implementing the library's Strategic Plan which includes a future facility renovation/expansion project.

The successful candidate will serve as an ambassador within the community - advocating and promoting the library's mission by demonstrating enthusiasm, creativity, innovation and an understanding and respect for the needs, interests and demands of the community. S/he must have excellent communication and interpersonal skills and be able to communicate effectively and persuasively both orally and in writing. S/he must also have a thorough working knowledge of modern library policies, practices, technologies and trends.

The Wadleigh Memorial Library is located in Milford, NH and belongs to the GMILCS consortium of 12 libraries. The town of Milford, known as the "Granite Town" in the granite state of NH, is situated approximately an hour northwest of Boston, MA and within 20 miles of both Nashua and Manchester, NH. Residents enjoy the great outdoors with nearly 1000 acres of designated town forest land and a myriad of hiking & biking trails. Milford has a population of 15,000 and the Library is located right off "The Oval"—a historic, bustling town center filled with restaurants, shops & businesses all surrounding the town's bandstand.

The position requires a Master's degree in Library Science from an accredited college or university and eight (8) years of progressively responsible library administrative experience, including at least four (4) years in a supervisory capacity. It is a full-time, exempt, non-bargaining position. Full time is 40 hours per week as scheduled and includes regular evening meetings and occasional weekend hours. Dependent upon level of experience and qualifications, the library offers a competitive salary range (\$58,000 – 89,000) as well as a town benefits package.

A complete job description can be found at www.wadleighlibrary.org/employment . Applicants seeking consideration should submit a statement of their interest and qualifications, resume and three professional references to WMLSearchCmte@wadleighlibrary.org . Applications received by **July 20, 2016** will be given priority consideration.