



Library Director, Leanna Hicks Public Library

Inkster, MI

Position Posting

A unique opportunity! The Board of Directors of the Leanna Hicks Public Library (also referred to as Inkster Public Library) is seeking a hands-on director to guide this city library into the future. If you are a leader with the energy and vision to work in concert with an enthusiastic library board, this is the position for you!

The new library is expected to open in March 2020. The library serves a population of approximately 25,000 with an estimated budget of \$450,000 funded primarily through a dedicated 2 mill tax levy. Part of the levy is being used to fund the new library building. Inkster is a multicultural community located in southeast Michigan, providing access to "big-city" amenities while retaining a small-town feeling. A small but dedicated staff works to provide excellent customer service resulting in a community that strongly supports the library.

The position requires an MLS/MLIS from a graduate program accredited by the American Library Association. Additional qualifications include: 5 years of professional library experience in a public library, of which at least two years have been in a management or supervisory position; a thorough knowledge of public library service; financial management experience; an understanding of technology and its application in public libraries; strong management skills; excellent communication and interpersonal relationship skills; and the ability to establish and maintain effective working relationships with diverse groups. Incumbents require sufficient mobility to work in a library setting operating office equipment. Able to lift, push or pull at least 20 lbs. Physical demands: stooping, kneeling, crouching, and reaching overhead and horizontally.

Status: Full-time, exempt

Hours: 40 or more hours per week; however, actual hours may vary. Includes some evenings and weekends.

Salary: Annual base salary \$55,000 and up, negotiable based on experience.

Benefits: Healthcare, paid personal days, and a retirement plan.

Additional information about the library can be found at www.inkster.lib.mi.us.

Applications will be accepted until the position is filled. **Electronic submissions required.** Interested individuals should forward a cover letter addressing the position requirements, a resume, and three references with contact information.

Electronic submissions and requests for additional information should be directed to: Leanna Hicks Library Board at board@inksterlibrary.org. No phone calls. Please use the email provided for any questions.

Leanna Hicks Public Library is an Equal Opportunity Employer