



## **City of North Plains, Oregon**

### **Library Director \$21.33 to \$28.58/Hour**

The North Plains Public Library seeks an energetic library director for a growing library. Just a few years old and now a full member of WCCLS, the NPPL is a bustling, user-centered library. While an MLS is not required, the successful candidate must be able to demonstrate significant library experience, supervisory, and leadership qualifications.

Duties include but are not limited to:

- ◆ Supervision of four personnel
- ◆ Coordinate staff planned projects
- ◆ Collection maintenance and acquisition
- ◆ Attends monthly library board and WCCLS Policy Group meetings
- ◆ Preparation & administration of library policy
- ◆ Prepare annual budget in coordination with city finance director and library board
- ◆ Maintain library's easy to use WordPress based website
- ◆ Ability to prepare and administer grants for the library

Refer to the job description for a comprehensive list of duties & qualifications. Position is for 20 hours per week with prorated benefits package. Salary range listed above.

Job application (required and resume may be attached), announcement and description available on line at [www.northplains.org](http://www.northplains.org) under "Employment Opportunities", or apply in person at City Hall, 31360 NW Commercial St., North Plains, Oregon 97133, or call 503.647.5555.

Applicants will be evaluated based on education, training and experience. Finalists will be interviewed. A pre-employment drug screen test, fingerprinting and background check will be required before hire. The City of North Plains is an Equal Opportunity Employer.

Closing Date: Received at City Hall by 4:30 p.m. December 10, 2008.