

LIBRARY DIRECTOR



DATE OPEN: 9-9-2022


THE MCCOY PUBLIC LIBRARY

is in search of a part time or possible full time Library Director. The library is part of the SWLS Library System and is located in Shullsburg Wisconsin, a community with a population of approximately 1,200. The library also has an annex location in Gratiot, WI.

Responsibilities: The Library Director reports to a 7-member Board of Trustees and is responsible for the overall management of the library. Essential duties include collection development, budget management, staff supervision, adult and young adult program implementation, and promotion of the library within the City of Shullsburg and the surrounding area. This position requires working daytime and some evening hours as well as some weekends. A complete job description is available upon request.

Qualifications: Candidates for this position should have at least a high school diploma and associate degree or equivalent. Library experience is preferred but not required. Possession or willingness to work towards Wisconsin Grade 3 Library Certification is required. The candidate should have good customer service and communication skills.

Compensation: This position is a part-time position, however, consideration may be given for full-time. Wage will be determined by qualifications, experience and full or part-time status.



To apply: For full consideration, please submit your resume, cover letter, and references to the email or postal address listed below.

Mailing address: City of Shullsburg, Attn: Library Director Position, 190 N Judgement St, PO Box 580, Shullsburg, WI 53586
Email: l.weiskircher@cityofshullsburg.org

The position will remain open until filled but applications submitted before October 7, 2022 will receive first consideration.

