

# LIBRARY DIRECTOR – COUNTY OF MONMOUTH

monmouthcountylib.org

The County of Monmouth New Jersey is seeking a dynamic and visionary leader to serve as the Library Director as described and set forth in the [job description](#). Under the direction of the Board of County Commissioners and the Library Commission, and collaborating closely with the County Administrator, the Library Director ensures fulfillment of the library's mission and oversees efficient operations of its 13 branches and service to 11 member libraries. The County seeks a forward-thinking director who will operate with a high degree of autonomy, expertly communicate, and deftly problem-solve while keeping the Commissioners and other stakeholders appropriately engaged. The Library Director is responsible for the library's budget, personnel, facilities, technology, customer service, programming, and community outreach.

Monmouth County is located in coastal New Jersey in the New York metropolitan area and has a population of 425,110. The library employs 140 individuals and has an operating budget of \$18M. The Library hosted 786,132 patron visits in 2023, with 144,940 registered borrowers, and offers robust programs and digital resources in addition to its 2M book collection and additional 600,000 electronic materials. The County offers an outstanding quality of life with 27 miles of pristine beaches, a nationally recognized park system, charming downtowns, and a vibrant cultural scene. New York City and Philadelphia are accessible within an hour by car, train, bus, or boat.

## **The ideal candidate will have demonstrated experience to:**

- ◆ Develop and implement a strategic plan that reflects the County's vision of becoming the best library system in the state
- ◆ Develop and implement annual operating plans and budgets
- ◆ Communicate effectively with the Library Commissioners, County Administrator, employees, community partners, and other stakeholders
- ◆ Ensure excellence and innovation in programming that fosters inclusive community building
- ◆ Enhance library resources through grant writing, development, and compelling advocacy
- ◆ Effectively recruit, retain, supervise, and motivate a large, dispersed team
- ◆ Demonstrate sound financial management practices with fiscally responsible decision making
- ◆ Plan and oversee the management of technology and facility projects, and other library investments
- ◆ Be a recognizable leader who is visible at library and community events and throughout the service area
- ◆ Demonstrated ability to develop cohesive teams and individuals that willingly embrace positive change

## **Examples of work:**

- ◆ Develop and distribute annual reports, and other periodic documents that reflect astute analysis of library performance and clearly communicate opportunities
- ◆ Build a culture of collaboration and trust among branches and member librarians, resulting in improved integration among libraries and better utilization of collections

- ◆ Oversee the selection, development, maintenance and distribution of all collections, including expanding digital collections for eBook platforms and services
- ◆ Continually assess, recommend, and implement technology and services that will improve the library's effectiveness
- ◆ Recommend and oversee changes to facilities and layouts to optimize utilization of space
- ◆ Recommend and administer library policies
- ◆ Ensure library compliance with state, county, and funder requirements
- ◆ Strategize and implement tactics to expand Friends of the Library, and work closely with them to promote library services

**Preferred candidates will have:**

- ◆ A Master's Degree in Library Science from an ALA-accredited institution
- ◆ Five or more years of experience in public library administration with a record of outstanding achievement
- ◆ Three years of high-level supervisory and administrative experience in a large complex organization
- ◆ Evidence of leadership and engagement with state and/or national library organizations
- ◆ Any equivalent combination of relevant training or experience

Alternative education, experience, and qualifications may be considered.

The County of Monmouth is an Equal Opportunity Employer.

As an Equal Opportunity Employer, we actively seek to recruit, develop, and retain a diverse workforce that reflects the communities we serve. We welcome individuals from all backgrounds, including but not limited to race, ethnicity, gender identity, sexual orientation, religion, age, ability, socioeconomic status, and cultural heritage. We are dedicated to providing equal opportunities for professional growth and advancement for all.

**Salary range (\$48,000 - \$180,000)** is competitive for the New York metropolitan area and based on experience and qualifications. The Library Director is eligible for a rich array of benefits made available by the County to create and foster the optimal health and well-being of our employees and their dependents today and well into the future.

Please send a confidential cover letter and resume electronically to [recruiting@ivygroup.com](mailto:recruiting@ivygroup.com) by no later than **4:00 pm on Friday, April 26, 2024.**