TOWN OF JOHNSON

JOHNSON PUBLIC LIBRARY

EMPLOYMENT OPPORTUNITY

Library Director

The Town of Johnson is seeking qualified applicants for the position of Library Director. The Library Director is responsible for all aspects of the day-to-day administration of the library in accordance with the policies adopted by the Library's Board of Trustees. The Director works with the Trustees on strategic planning and is a spokesperson for the library. The Director collaborates with the Trustees to develop the library's annual budget and has responsibility for keeping the operations of the library within the parameters of the approved budget. The Director has overall responsibility for collection development and oversight of all library services and supervises all other library staff.

This is a service position to our community. Library staff should approach each patron with respect, hospitality, and a desire to make their experience comfortable, meeting their needs within reasonable expectation and library policies.

REQUIREMENTS

- Enthusiasm for the role of public libraries as community hubs, centers of learning, and transformative institutions.
- Master of Library Science plus two years of experience working in libraries OR a bachelor's degree and a minimum of three years of experience working in libraries, preferably as a librarian or library director in a public or community library.
- Vermont Certificate of Librarianship preferred, or willing to obtain and show progress toward within the first year of employment.
- Experience working with the public.
- Knowledge of integrated library systems.
- Experience with budgets and supervision of employees is preferred.
- Strong oral and written communication and computer skills.
- Must be able to lift 30 pounds.
- Must pass a background check.

HOURS, WAGE, AND BENEFITS

This hourly position will range from 26 to 29 hours per week. The wage range is **$25 to $28 per hour** dependent on qualifications and experience, plus a generous benefits package.

The Town of Johnson is an equal opportunity employer and prohibits discrimination or harassment of any kind. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.

HOW TO APPLY

Submit a resume and references by **Monday, November 30, 2026** to **johnsonlibrarytrustees@gmail.com**, or send to:

Johnson Public Library
Attn: Kelly Vandorn, Library Chair
P.O. Box 601
Johnson, VT 05656

For more information, contact Library Chair Kelly Vandorn at **johnsonlibrarytrustees@gmail.com**.