



The Nevada Public Library is looking for an engaged, forward-thinking Director with outstanding leadership skills and professionalism, joined with a desire and ability to provide a high level of excellence in fostering relationships and serving the community.

The position reports to the Board of Trustees and works with a dedicated staff. They direct all administrative, professional, and technical library activities.

Primary Job Responsibilities Include:

- Create, develop, and implement innovative solutions and initiatives for day-to-day library operations of programming, staffing, and building/grounds maintenance
- Develop effective and positive working relationships with community leaders, city leaders, Board of Trustees, and Library staff, as well as Library patrons.
- Management of Library personnel.
- Financial management and develop and maintain the Library budget

The Nevada Public Library serves an ever-growing and diverse mix of individuals, including numerous residents of rural Story County and surrounding cities. The library building was renovated and expanded in 2013, with great support from the community, increasing from 11,000 sq. feet to 17,000 sq. feet. Nevada offers the best in small-town living to all who treasure its “hometown” charm. Located less than 7 miles east of Ames on Highway 30, Nevada boasts a thriving educational system, friendly neighborhoods, and plenty of recreational activities. Add in Nevada’s proximity to Des Moines, and our residents are able to participate in all the events and activities of a larger urban setting while still living the small-town Iowa life!

Minimum Education or Experience Required:

Bachelor’s degree and 6-10 years related experience and/or training, or a master’s degree from a college or university and 1-5 years of experience; or working toward a master’s degree in Library Science with graduation within 6 months of hiring; or equivalent combination of education and experience. State Library Director Endorsement, Silver Level or Gold Level, issued by the State Library of Iowa, or attend training to meet and complete the State Library of Iowa endorsement for Library Director.

Preferred Education or Experience Required:

Master’s degree in Library Science and 5 years or more related experience and/or training, or a master’s degree and ten years of experience; or equivalent combination of education and experience.

Hiring Salary Range: \$69,284.80-\$99,444.80 (\$33.31-\$47.81 hourly equivalent). The position earns sick, vacation, and holiday leave. It is eligible for benefits as laid out in the full job description.

To Apply: Please review [the full job description here](#) and [the benefits list](#) for more information. To receive consideration, please send a letter of interest, resume, and transcript(s) (unofficial copy accepted) to: librarydirectorapps.50201@gmail.com. This posting will remain open until the position is filled. EOE/AA.

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