

February, 2011

**ELYRIA PUBLIC LIBRARY
INTERNAL/EXTERNAL POSITION POSTING**

Job Title: Director (due to retirement)
Library/Organization: Elyria Public Library
City: Elyria, Ohio
Salary Range: \$75,000 - \$90,000

Requirements:

- MLS from ALA accredited school and/or a MA in Non-Profit Management or an MBA, a record of demonstrated success in supervising and directing the work of others, and a minimum of (5) year's professional experience with progressive levels of responsibility, or an equivalent combination of education, training and experience.
- Excellent written and verbal communication skills, at ease with public speaking while serving as the "face" of the Library.
- Demonstrated ability to prepare and manage annual budget.
- Previous evidence of being an innovator.
- Understanding of construction and facility management.
- Experience in fundraising or desire to learn how to build an endowment.
- Ability to motivate, manage and recruit staff, Trustees, Friends, community leaders and the public.

Electronic Submissions Only:

Interested individuals should provide a cover letter addressing the position requirements, a resume and three references with contact information (including e-mail address) to:

elyrialibrarysearch@gmail.com

Additional information about position description click [HERE](#).
Additional information about the service area click [HERE](#).

Deadline for Applications:

Applications will be accepted until the position is filled. Application review will begin April 15, 2011

No Telephone Calls Accepted.

EOE