

Position Opening Library Director

The Flat River Community Library is accepting applications for the position of Library Director. Flat River is a class IV library with a district population of 17,626 located in central Michigan. The library is a member of the Lakeland Library Cooperative, a 42 member library cooperative serving western Michigan. Located in Greenville, the birthplace of Meijer Grocery, the community offers a small-town feel 30 minutes Northeast of Grand Rapids, with recreational nature/bike trails, lakes, rivers, and community festivals, all with programming opportunities connected to the Flat River Library.

This position is responsible for managing and directing all administrative support functions of the library, inclusive but not limited to; financial administration, personnel management/development and facility operations. This is an excellent opportunity for those with or without director experience, as Flat River has strong community support, a fully engaged Friends group, and ideal funding with a dedicated mileage in perpetuity that is coupled with a County mileage.

A Master's Degree in Library Science from an ALA accredited institution is required as is a Michigan Librarian's Permanent Professional Certificate (or the ability to acquire within 6 months). A minimum of 5 years experience in a public library is preferred. The position requires strong skills in customer service, administration and community involvement.

Salary and benefits commensurate with experience and qualifications. A job description is available at the library website: www.flatriverlibrary.org/about.

Interested applicants should download an application from the Flat River Community Library website and submit an application to: grelp@flatriverlibrary.org. This search is being facilitated by Kent District Library Human Resources. Applicants should send a copy of their resume and cover letter to: bmortimore@kdl.org.

Applications will be accepted until the position is filled, with the first candidate review occurring on November 27th. Applicants are encouraged to not delay their submissions. The Flat River Community Library is an equal opportunity employer.