

Adult Services Director, Durham Public Library

The Durham Public Library in Durham, New Hampshire is seeking a dynamic, people-oriented multi-tasker for a 37.5-hour per week, exempt position. As a member of the senior management team, the Adult Services Director will assist the Library Director in the library's overall operations; take responsibility for the daily management and staffing of the adult services department; manage the development, direction and administration of the library's adult services collection; and plan and/ or oversee adult programming and outreach services to the community. Job duties are subject to change by the employer as the needs of the employer and requirements of the position change.

Qualifications: Bachelor's degree or any combination of education and experience which demonstrates possession of the required knowledge, skills and abilities. Three years professional experience. Supervisory experience a plus. Ability to supervise, direct and evaluate a para-professional library staff. Public relations skills (oral and written), organizational and planning skills, excellent computer skills, and ability to interact professionally with internal and external customers.

Salary commensurate with experience, plus excellent Town of Durham benefits.

Send resumé, cover letter & 3 professional references by Monday, March 19, 2018 at 5:00 p.m. to: Rosemary Bebris, Director, Durham Public Library, 49 Madbury Road, Durham, NH 03824 or rbebris@ci.durham.nh.us.

Complete job description and more information at www.durhampubliclibrary.org.