

**Director of Advancement and Communications  
Reading Public Library  
Reading, PA**

**Salary Range: \$65,000-\$75,000**

The Reading Public Library, a diverse and busy urban library that also serves as the District Library Center, is seeking an energetic and experienced fundraising professional to lead the Advancement and Marketing team.

The Director of Advancement and Communications is responsible for establishing and managing the library's fundraising plan, generated as part of the strategic planning process. This person is responsible for the planning, execution, and evaluation of fundraising and public relations for the Reading Public Library. This person works closely with the Executive Director, management staff, Board of Trustees, Advancement Committee, Foundation, and volunteers to enhance and support the overall mission of the library and to ensure that ample funds are generated to support its programs and services.

Bachelor's degree and three years of relevant fundraising experience required. Bilingual Spanish is a plus. Occasional work in the evenings and/or on the weekends should be expected. FBI Criminal Background Check, PA Child Abuse Clearance, PA Criminal Record Check, and Mandated Reporting on Child Abuse required.

This position will remain open until filled; however, preference will be given to applications received by November 10, 2023. For a detailed Job Description, please visit our website at: <https://readingpubliclibrary.org/employment-opportunities/>

Qualified interested candidates must submit a current resume and cover letter to: [resumes@readingpubliclibrary.org](mailto:resumes@readingpubliclibrary.org).

The Reading Public Library is an equal opportunity employer. The Reading Public Library does not discriminate on the basis of race, religion, color, sex, age, national origin, or gender.