

Position Opening—Library Director

The Muhlenberg Community Library Board of Trustees seeks an enthusiastic and community-focused visionary to serve as Library Director for a diverse and growing community in Berks County, PA. The Muhlenberg Community Library serves a population just over 30,000 people in the combined municipalities of Alsace Township, Laureldale Borough, and Muhlenberg Township. The Library has two (2) full-time and six (6) part-time staff, and an annual operating budget of \$276,000. The ideal candidate should possess exceptional marketing and technology skills, have a passion for customer service, and have experience with capital campaigns and grant writing/administration. Candidates should also work well in a team-oriented environment, possess excellent oral and written communication skills, and effectively manage multiple concurrent projects and duties.

Master of Library Science is required. At least five (5) years of progressively responsible experience in a public library, including at least two (2) years of supervisory experience, or any combination of experience and training that provides a demonstrated potential for performing the duties of the position. Bi-lingual is a plus.

Starting salary range is \$40,000-\$45,000+ and is commensurate with experience and qualifications.

PA Child Abuse Clearance, PA Criminal Record Check, and FBI Criminal Background check are required before employment. Applicants must have reliable transportation and valid Driver's license.

Please mail/email your resume, a cover letter, and three professional references to:

Linda Roebuck, President of the Board of Trustees
Muhlenberg Community Library
3612 Kutztown Rd.
Laureldale, Pa. 19605
muhlenbergcl@berks.lib.pa.us

Applications will be accepted until December 15, 2021 or until the position is filled. For more information, including a job description, please visit the About Us page of our website:

<https://www.berkslibraries.org/branch/muhlenberg/about-us>



Muhlenberg Community Library is an Equal Opportunity Employer, and all qualified applicants will receive consideration for employment without regard to race, color, religious creed, handicap, ancestry, national origin, age, or sex.