

TOWN OF WALPOLE
Library Director

DEPARTMENT: Walpole Town Library

EMPLOYMENT STATUS: Full-time Exempt, 40 hours per week

The Walpole Town Library seeks a dynamic Library Director to lead both the Bridge Memorial Library and North Walpole Branch Library. Set in a historic New Hampshire village along the Connecticut River, this role offers a vibrant community near Keene and a Dartmouth-Hitchcock affiliate, requiring strong administrative vision and independent leadership.

JOB SUMMARY: Responsible for planning, organizing, directing, and managing all aspects of the library in conformity with Trustee policies and municipal and state law and regulations.

EXPERIENCE:

- A Master's degree in Library Science from an accredited college or university is strongly preferred. A Bachelor's degree plus substantial work experience in a management position at a public library may be considered in lieu of a Master's degree.
- At least three (3) years of progressively responsible library experience, including supervisory experience, preferably in a public library setting.
- Demonstrated library management and leadership experience with financial and planning responsibilities.

REQUIRED SKILLS:

- Ability to interact effectively with staff, patrons, the Board of Trustees, Town leadership and peers in the library community
- Knowledge of current resources, programs and services available to libraries and how to implement those resources
- Experience with digital media including social media, web design and maintenance
- Ability to configure, use and maintain an Integrated Library System and online catalog (e.g. KOHA).

SALARY AND BENEFITS:

- Commensurate with background & experience. \$50,000-\$60,000 plus benefits package

HOW TO APPLY:

- Cover letter and resume should be emailed to DirectorSearch@walpoletownlibrary.org or mailed to the following address:

Walpole Library - Director Search
P.O. Box 487
Walpole, NH 03608

EEO Statement: The Walpole Library is and Equal Opportunity/Equal Access/Affirmative Action employer. The Walpole Library is committed to creating an environment that values and supports diversity and inclusiveness and encourages applications from qualified individuals who will help us achieve this mission. The Walpole Library prohibits discrimination on the basis of race, color, religion, sex, age, national origin, sexual orientation, gender identity, or expression, disability, veteran status, or marital status, genetic information and political orientation.