



JOB POSTING – HOUGHTON LAKE PUBLIC LIBRARY

4431 W. Houghton Lake Drive
Houghton Lake, MI 48629
989.366.9230

POSITION: Library Director
REPORTS TO: Library Board
COMPENSATION: DEQ
EXCELLENT BENEFITS: Health, Retirement, Paid Leave and Holidays

QUALIFICATIONS:

- ALA accredited Master's degree in Library Science.
- Appropriate certification from the Library of Michigan as required by state law.
- Ability to prepare comprehensive reports and present ideas clearly and concisely in written and oral form.
- Ability to make administrative decisions, develop policies and supervise staff.
- Minimum of 2 years library experience.
- Administrative experience.
- Ability to think analytically and to develop new services.
- Demonstrated dynamic leadership skills.
- Ability to motivate, establish and maintain effective working relationships with associates, supervisors, volunteers, other community agencies, governmental bodies and the general public.
- A desire to meet and serve the public.
- Community engagement and development experience.

Deadline: OPEN UNTIL FILLED

Complete job description and posting available at the library and at hlpl.org. Send resume and letter of application to:

Houghton Lake Public Library
ATTN: Library Director
4431 W. Houghton Lake Drive
Houghton Lake, MI 48629

Or send to:

kyoung@hlpl.org

In subject line, please note: Library Director