

Chewelah Library Manager

Libraries of Stevens County

Deadline: 'open until filled' - review of applications begins April 3, 2017

POSITION: CHEWELAH [LIBRARY MANAGER](#)

SALARY: \$45,822 – \$56,264 per year

BENEFITS: Social Security, retirement, life, medical, dental and optical insurance; paid vacation and sick leave.

WORKING HOURS: 40 hours per week, with some evening and possible weekend hours.

LOCATION: Chewelah, Washington. Visit the Chewelah Chamber of Commerce at <http://chewelah.org> for more regional information.

DUTIES: The Chewelah Library Manager is a full-time highly responsible management and front line public service job involving planning, directing, and supervising patron services for a rural community library facility in accordance with established policies and procedures. The position will include coordinating and overseeing outreach to area schools, technology support, programming for a variety of ages, collection development, staff training, community involvement, participation on a website development committee, and public speaking. The Chewelah Library Manager has some leadership roles on district-wide projects and will assist with coordination of library service throughout the region.

The Libraries of Stevens County is one of the newest and most exciting library systems in Eastern Washington. Staff are dedicated to providing library access to a far-flung population and are not shy to get creative about ways to accomplish that goal. The Chewelah Library is one of the busiest libraries in the region and is well-supported by the community. Chewelah is known throughout the region for its vibrant arts community, excellent restaurants, award-winning farmers' market, and community-oriented business community. The area is famous for its natural beauty and includes the forested Selkirk Mountains, the Colville National Forest, Lake Roosevelt National Recreation area, 49 Degrees North Ski hill (the largest ski area in Washington State is only 10 miles up the hill from Chewelah) and numerous lakes and streams.

QUALIFICATIONS:

1. MLS Degree from an ALA accredited school of librarianship and/or WA State Certification as a Librarian, or other appropriate degree.
2. At least three years of related full-time work experience including supervisory experience, and at least one year of related fulltime library employment, or comparable experience.

APPLICATION:

Please submit a Libraries of Stevens County employment application, a signed cover letter addressing your work experience related to the skills and abilities required for this position, and a resume with three references to:

Becca Moore, Administrative Assistant

Stevens County Rural Library District

Email: beccam@scrld.org

Address: 4008 Cedar St., PO Box 744, Loon Lake, WA 99148

The position is open until filled. Completed application materials must be submitted through the email, mail or dropped off at the Administration Office.

JOB BEGINS: As soon after hiring as possible.