**Job Title:** Library Director

**Department:** Lester Public Library of Rome

The Lester Public Library of Rome was established in 2001. Over the years the library has expanded the building, collections and programs offered as our population in Rome grows. We serve patrons from the surrounding seven counties. The Lester Public Library of Rome remains a community asset, and we will continue to focus on serving the community. The library recently received a Grade II status.

**About Rome:** The Town of Rome, Adams County, likes to think of itself as a hidden gem, but it’s no secret that the Town is an ideal, centrally-located destination for outdoor recreational enthusiasts. We are proud to be the home of five world-class golf courses located within five miles. In addition to golf, we have a growing trail system for hiking, biking, fat-tire biking, cross-country skiing, and snowshoeing, plus outstanding snowmobiling and ATV/UTV trails which are open year-round. For more information visit [www.romewi.com](http://www.romewi.com).

**Salary and Benefits:** The total compensation package includes a salary of ($50,000 - $55,000) depending on experience and qualifications. An excellent benefits package includes health, dental, vision, life insurance, health savings account, Wisconsin Retirement System pension, paid time off and sick leave. This is a full-time salaried exempt position, not eligible for overtime.

**Summary:** The Library Director is responsible for the overall management and operation of the library. This includes developing and implementing policies and procedures, overseeing staff and ensuring that the library meets the needs of the community within the annual budget. Hours include days, evenings and some Saturdays. The position works under the direct supervision of the Lester Public Library of Rome Board of Trustees as defined by Chapter 43 of Wisconsin State Statutes. In addition, the director works closely with the Town of Rome.

**Qualifications:**
- Bachelor’s degree required; prefer a Master's degree from a library school program accredited by the ALA in library science
- Must be eligible for a Grade II library certification within two years of employment
- Minimum three years of library management experience preferred
- Must have a valid driver’s license and the ability to travel to meetings and conferences

**Responsibilities:**
- Develop and implement the library's strategic plan
- Oversee the library's budget and financial operations
- Hire and supervise staff
- Establish and maintain positive working relationships with staff, patrons, Library Board, Town of Rome, and various community organizations
- Stay up-to-date on library practices, trends and technology
- Ensure that the library complies with all applicable laws and regulations

To view the complete job description please click [www.romepubliclibrary.org](http://www.romepubliclibrary.org)

To Apply: Please submit your resume, cover letter, Town of Rome application and three references to the Library Board President at [directorsearch@romepubliclibrary.org](mailto:directorsearch@romepubliclibrary.org)

Preference given to applications received by June 30, 2023. The position will remain open until filled.

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.