

The Ripley Public Library is seeking an enthusiastic and community-minded individual for Library Director. Our library is a school district public library located in Chautauqua County, and is part of the Chautauqua-Cattaraugus County Library System as governed by New York State.

The Library Director plans, organizes, coordinates, and is responsible for all the operations and activities within the parameters of NYS law and the library's policies. The Library Director oversees and evaluates the development and implementation of educational and cultural programs, collection development, the supervision of staff and volunteers, and the care of the library's facilities and grounds. The director recommends policies and goals to the Library Board of Trustees. The person in the position must be a positive and flexible individual who enjoys working with people of all ages and backgrounds, has outstanding communication and interpersonal skills, and will provide leadership in this role.

### Qualifications

- Two academic years of study at an approved college or university
- Demonstrated interpersonal skills and abilities
- Values the importance of equal access to books, information and culture
- Possesses both a broad vision and attention to detail
- Resourceful, enthusiastic, and flexible and has the ability to motivate others
- Communicates clearly in both written and oral form
- Listens well and seeks to understand

The position is 37.5 hours per week. The salary range \$39,000 - \$42,000 based on education and experience. Additional benefits include accrual of annual vacation and sick time (as prescribed by NYS).

A cover letter, resume, and 3 professional references for this position may submitted on Indeed.com.

Applications will be accepted through Indeed.com until August 31st. [Apply here](#)

The Library Board of Trustees will begin the review process after this date and contact qualified candidates for an interview.

The Ripley Public Library is committed to a diverse and inclusive work environment to ensure a wide range of experiences, perspectives, and skills.