

CLOSED: City of New Bedford is seeking to fill a Library Branch Manager position

***** This position has been filled and is no longer available.

PAY: \$59,841 – \$74,809

Manages the overall service plan and daily operation of a branch library, including staff management, collection development and maintenance, services and programs, customer and community relations, outreach, developing partnerships and overseeing the general maintenance and security of the library building and grounds.

Oversees the operation of the branch library; supervises trains, evaluates, schedules and participates in selection of branch staff. Plans and implements library programs for all ages including story hours, after-school activities, educational workshops, reading groups, and technology literacy classes. Analyzes circulation rates and patron requests to prepare current collections and respond to local needs; prepares displays of library materials. Collaborates with the Library Director on grants development, grant writing and related activities.

Master's Degree in Library Science. Two years of relevant experience working in a library or a related library field. Spanish speaking preferred. Mandatory CORI (Criminal Offender Record Investigation) background check per City Council Ordinance effective May 14, 2013.

For application/complete job description, please visit www.newbedford-ma.gov. New Bedford has a residency requirement. EEO