

**Town of Williamston**  
**David & Joyce Milne Public Library**  
**Library Director**

**Description**

The David and Joyce Milne Public Library in Williamstown, MA is hiring a Library Director. The successful candidate is an innovative and collaborative leader with excellent communication, management, and relationship skills and a proven ability to maintain focus and achieve desired outcomes. They will maintain and expand strong connections with the community on behalf of the library and ensure consistently effective and fiscally responsible execution of all day-to-day services, programs, and operations for the David and Joyce Milne Public Library. For a full description of the position visit <http://bit.ly/MilneDirector>.

Located in Northern Berkshire County, Massachusetts, and bordering both Vermont and New York, Williamstown is a unique community of 7,500 residents and home to numerous cultural and educational institutions including the Clark Art Institute, the Williamstown Theater Festival, and Williams College. There is a constant blend of people, events, and ideas contributing to a community life that makes Williamstown unique in the region. The library is committed to serving a diverse, multicultural, and engaged community of patrons and active partners. The town center and surrounding neighborhoods provide a diversity of housing and businesses. Outside the town center and nearby areas, Williamstown quickly becomes more rural in its character, especially as it is nestled in the valleys between steep wooded hillsides.

The library is preparing to celebrate its 150th anniversary, a moment to honor and affirm the outsized role it has played in Williamstown's growth and development as well as the enduring power of public libraries. It provides residents with essential services and resources through a variety of programming, diverse print and electronic resources, and knowledgeable staff. Highlights include robust programming for children and adults, recently renovated spaces for teens and community gatherings, and outstanding support and goodwill from an active and engaged Friends of the Library group.

**Responsibilities**

Working under the direction of its Board of Trustees, the Director's areas of responsibility include:

- inspirational management and professional development of staff
- understanding and maintaining a strong sense of our community, and applying that knowledge to consistent and effective outreach
- energetic visioning, planning, and execution for short and long-term needs, strategic directions, and sustainability, including facilities

- promoting and ensuring equity, diversity, and inclusion as fundamental values of the library
- effective oversight of collection, program, and service development
- advocacy for the library and its programs with town officials and constituents

The Director communicates and collaborates with the Board of Trustees, the library staff, the Town Manager, a very active and engaged Friends of the Library, our community partners, the general public, and regional, state, and national library organizations and cooperatives.

### **Qualifications**

Three to five years of experience in administration or management in a library, non-profit, or other cultural institution, including supervisory experience, is required. A master's degree in library science from an ALA-accredited library school is highly preferred. The Board of Trustees, at its discretion, will consider an alternative combination of formal education and work experience. The ideal candidate will have experience with libraries or other cultural institutions, community relations, partnership development, training and development of staff, and long-term planning. The Director will be key to achieving the goals and objectives of the library's strategic plan (see [bit.ly/milnestrategic](http://bit.ly/milnestrategic)) and be a team leader who will serve as the face of the library.

### **Compensation**

The starting salary range is \$70,000 to \$80,000 dependent on experience and qualifications, with an excellent fringe benefit package, including applicable relocation costs.

### **Further information and to apply**

For further information, contact [milnedirectorsearch@gmail.com](mailto:milnedirectorsearch@gmail.com). To apply, send a cover letter and resume to that same address. Applications will be reviewed until the position is filled. For optimal consideration, please submit by December 31, 2023.