

Sturm Memorial Library in Manawa, Wisconsin Library Director

Overview & Location

The Sturm Memorial Library (SML) Board of Trustees seeks candidates for the Library Director position. Sturm Memorial Library is located in Manawa, in the heart of beautiful Waupaca County. Sturm Memorial Library overlooks the Manawa Mill Pond, Little Wolf River, and the Manawa Area Veteran Freedom Park. The collections, services, and staff make the SML a destination in Manawa. The SML is known for hosting vibrant, robust events and programs for all ages.

A member of the Outagamie Waupaca Library System (OWLS), the Sturm Memorial Library circulated 28,237 physical items and provided over 3,850 digital downloads through the Libby and Hoopla platforms in 2022. The library hosted over 3,012 citizens who participated in approximately 85 in-person programs.

The Sturm Memorial Library Board of Trustees seeks a friendly, dynamic, community-minded leader to supervise a dedicated, talented staff committed to high-quality customer service. The preferred candidate will be a confident and open communicator who promotes the SML to all community members. Reporting to a seven-member Board of Trustees with a city council liaison, the Director is a City of Manawa department head.

Responsibilities

- Knowledge of preparing and implementing a budget
- Ability to supervise a small staff
- Demonstrates a commitment to professional development and strong customer service skills
- Proficient technology experience
- Excellent organizational and interpersonal skills
- Exceptional oral and written communication skills
- Embrace developing programs for residents of all ages in a variety of formats
- Overseeing maintenance and safety of the building and grounds
- Acts as a community liaison and remains current with trends in library planning and services
- Dependable and flexible

Qualifications & Status

- Candidate must be eligible to obtain Temporary Grade 3 library director certification in the State of Wisconsin upon hire
- Temporary Grade 3 library certification requires successful completion of not less than 54 semester hours of college-level work, at least half of which must be in the liberal arts or sciences.
- Full-time salaried position, which may include occasional evenings and/or Sat mornings

Compensation & Benefits

- Salary Range \$45,000-\$55,000, depending upon experience and qualifications
- Excellent benefits package: health, dental, and vision insurance; enrollment in the Wisconsin Retirement System; life insurance; vacation and paid holidays

Submit cover letter and resume to librarydirectorsearch@manawalibrary.org by September 22, 2023.