Director-Marshall County Library System

The Marshall County Library System Board of Trustees in Holly Springs, MS seeks an enthusiastic, experienced and knowledgeable party to serve as director of the library system. The system includes libraries in Holly Springs, Potts Camp and Byhalia, MS. Nestled in the rolling hills of North Mississippi, Holly Springs is half an hour from Oxford, MS and an hour from Memphis, TN.

The director will work forty hours weekly with the possibility of evenings and weekends.

Starting wage is between $40,000 and $45,000 depending on qualifications and experience. Previous library-related or management experience is preferred. Benefits include personal and medical leave, health and life insurance, participation in the Mississippi Public Employees Retirement Program (PERS) and reimbursement of work-related expenses.

Candidates for this position must have a Master’s degree in Library Science from an American Library Association accredited library school; ability to establish and administer procedures according to policies established by the administrative board of trustees; experience in library management including employment of staff with the approval of the board of trustees; prescription of staff duties and removal for cause; strong computer skills; experience with grant writing; development of the annual budget; good organizational and interpersonal skills; ability to deal responsibly with patron problems and emergencies to maintain a safe and pleasant environment; financial and statistical management; reporting to the board of trustees and additional duties necessary for the effective administration of the library system.

Please send a cover letter, resume and three references to Jane Heineke, board of trustee chair, c/o Marshal County Library, 109 Gholson Ave., Holly Springs, MS, 38635 or janeheineke@yahoo.com.