

TOWN OF JERICHO

LIBRARY DIRECTOR

The Jericho Town Library is seeking a Library Director responsible for the administration, supervision, and coordination of all library activities; establishing the library as an integral part of the community; and carrying out the Policies adopted by the Library Board of Trustees and the Town of Jericho. This includes ensuring quality patron services; overseeing, supporting, and developing staff; managing operations within the annual budget; coordinating community outreach efforts; and developing and managing the library's print, digital, and non-traditional collections.

The Director serves as the public face of the library and regularly interacts with various members of the public, other municipal employees, town boards and committees, the media, and other entities.

This position is employed by the Town of Jericho at \$29.00 per hour for 38 hours per week with benefits and is subject to the Town of Jericho personnel rules and policies.

Staff the library during open hours, which are: Tuesday: 10:00 AM – 7:00 PM, Wednesday: 10:00 AM – 6:00 PM, Thursday: 10:00 AM – 6:00 PM, Friday: 12:00 PM – 6:00 PM, and Saturday: 9:30 AM – 2:30 PM

For a complete job description, go to HYPERLINK "<http://www.jerichovt.org>" www.jerichovt.org and click on Employment Opportunities, or visit the Jericho Town Library at HYPERLINK "<http://www.jerichotownlibrary.org>" www.jerichotownlibrary.org. You can also contact Brandon Ackel at HYPERLINK "<mailto:brandon.ackel@gmail.com>" brandon.ackel@gmail.com.

To apply, please send a cover letter, resume, and list of three references by August 31st, 2026, to Brandon Ackel, Board of Trustees Chair, via email at HYPERLINK "<mailto:brandon.ackel@gmail.com>" brandon.ackel@gmail.com.

The Town of Jericho is an equal opportunity employer.