

Library Director

Silsby Free Public Library | Charlestown, NH

The Board of Trustees of the Silsby Free Public Library in Charlestown, NH, is seeking a creative, community-minded, and collaborative leader to serve as its next Library Director.

This full-time position (35 hours per week) offers an opportunity to lead a welcoming community library, foster meaningful connections, and help shape the library's future.

Position Responsibilities

The Library Director oversees the day-to-day operations of the library and works closely with the Board of Trustees to establish policies, priorities, and long-term goals. Key responsibilities include:

- Supervising and supporting part-time library staff
- Overseeing the implementation of the library's budget following town approval
- Managing and promoting the library's collections, acquisitions, and resources
- Developing, coordinating, and promoting engaging programs and services for patrons of all ages
- Building and maintaining strong relationships with local schools, town government, community organizations, and other partners
- Working collaboratively with the Board of Trustees to ensure the library continues to meet the evolving needs of the community

Ideal Candidate

The successful candidate will be an enthusiastic, approachable, and organized professional who is passionate about public libraries and community engagement. They will demonstrate:

- Excellent communication, organizational, and leadership skills
- A commitment to creating a welcoming, inclusive, and patron-focused library environment
- Strong interpersonal skills and the ability to build positive relationships with patrons, staff, and community partners
- The ability to work both independently and collaboratively with the Board of Trustees, Select Board, town officials, library staff, and community organizations

- Creativity, initiative, and a forward-thinking approach to library services and programming

Qualifications

- A bachelor's degree is required. A Master of Library Science (MLS) is preferred but not required; candidates currently pursuing an MLS are encouraged to apply.
- Prior supervisory experience is required.
- At least three years of experience in a library setting is preferred.
- Residence within approximately 30 minutes of Charlestown, NH is preferred.

Compensation & Benefits

Competitive salary and benefits.

To Apply

Interested applicants should submit their resume and cover letter to silsbydirector@charlestown-nh.gov or mail to:

Library Director Search Committee
PO Box 157
Charlestown, NH 03603

Join us in helping the Silsby Free Public Library continue to serve as a welcoming, vibrant, and valuable resource for the Charlestown community!