Centre County Library & Historical Museum

203 N. Allegheny St., Bellefonte, PA 16823

(814) 355-1516 • Fax: (814) 355-0334

www.centrecountylibrary.org

Serving Centre County with locations in:

Bellefonte • Centre Hall • Philipsburg •

County-Wide Bookmobile

The Centre County Library and Historical Museum Board of Trustees are seeking an experienced public library professional to serve as our next Executive Director. Our system’s main library is in historic Bellefonte, PA, known for its Victorian architecture and charming downtown. The area is surrounded by the ancient hills and streams of the Allegheny mountains and is a hub of outdoor and cultural activities. Our original library opened in Bellefonte in 1939 and in the ensuing years branches opened in Centre Hall and Philipsburg, PA. The Historical Museum (the original location of the library) is across the street from our main library in Bellefonte. We serve a population of 66,337 and our annual budget is $950,000.

**Responsibilities:**

As an exempt employee, the Executive Director is the chief administrative officer for the Library and as such has the ultimate responsibility for operations and human resources. The Executive Director advises the Board of Trustees on such matters as programming, finance, budgeting, purchasing, policies, strategic planning and other matters of significance. The Executive Director also develops grant applications and is responsible for reporting and adherence to funding agency standards. The Executive Director serves as a key figure in the promotion of Library services and its use. In addition, the Executive Director serves as the Co-System Administrator of the Centre County Federation of Public Libraries. We are beginning capital campaign to fund an expansion of our Centre Hall, Pa Branch Library and this is a key focus for the Executive Director. A comprehensive list of the duties and responsibilities of the Executive Director can be found on our website:

**Requirements for the position:**

* Master of Science degree in Library Science from an ALA accredited college or university
* 5 years of public librarianship
* Previous progressive supervisory experience
* A PA Department of Education Library Certification of Public Librarianship
* Current Pennsylvania Act 34 Criminal Record Check, Act 151 (Child Abuse) Background Check, and 114 Federal (FBI) Background Check
* Valid Driver’s License

**Compensation:**

The salary range is from **$60,000 to $70,000** dependent on experience and qualifications. An excellent fringe benefit package is included.

For further information please contact CCL&HM Board of Trustees via email at dsticha@centrecountylibrary.org. Interested applicants please submit your resume with 3 references to directorsearch@centrecountylibrary.org The position closes on **Friday, October 24, 2025**