

Seguin Public Libraries:

Position: C.E.O.

Hours: 35 per week

Seguin Public Library is multi branch system located one hour north of Barrie, near Parry Sound, in the beautiful Township of Seguin, a thriving municipality home to 4,304 citizens and over 15,000 summer residents. With an environmental focus and extensive recreational opportunities, our community is truly "The Natural Place to Be."

As the C.E.O. you report directly to the Library Board and are responsible for managing the day to day operations of the library system, implementing the strategic direction and policies of the Board. You oversee four library branches, managing collections, services, facilities and staff to ensure that the highest quality of service is maintained. four library branches, ensuring that the highest quality of service is maintained.

The successful candidate will have a Masters Degree in Library Science or Library Technician Diploma from an accredited College and a minimum of three years experience as a Librarian in a Public Library. You will also have experience in circulation, reference, cataloguing, acquisitions and processing, collection maintenance and development, programming, fundraising, special events, Microsoft Office software, and Integrated library system.

The annual salary is in accordance with qualifications and experience.

To confidentially explore this exciting and challenging opportunity, please submit your cover letter and resume by September 12, 2017 to (this is the initial deadline with the review of applications beginning at that time. Applications will be accepted until the position is filled):

Seguin Public Libraries

15 Humphrey Dr.

Seguin, ON

Attention: S.P.L. Board Hiring Committee

rorr@seguinpubliclibraries.ca

705-732-4526

We thank all those who apply, but advise that only those applicants selected for an interview will be contacted. Seguin Public Libraries is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If contacted for an interview, please advise the Human Resources staff of any measures you feel you need to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially. Personal information is collected under the authority of the Municipal Act, 2001 (S.O. 2001, C.25) and will be used to select a candidate.