

Laurentian Hills Public Library

34465 Highway 17, RR 1 Deep River, On K0J 1P0

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The Laurentian Hills Public Library Board

is accepting applications for the position of

CEO / HEAD LIBRARIAN

Laurentian Hills is located in a beautiful area within the Ottawa Valley. Beside the mighty Ottawa River, it is a paradise for anyone who enjoys the outdoors.

The Laurentian Hills Library Board is seeking a highly motivated and community-minded person to fill the part-time position of CEO/Head Librarian. Reporting to the Library Board, this position has responsibility for overseeing, developing, recommending and implementing policies, services and programs for a two-branch system.

The successful candidate will combine leadership with prudent management of personnel, facilities and resources; and identify and respond to the needs of the community with programs and services. Also required are strong organizational, administrative, communication skills, an interest in community out-reach, and a commitment to excellent customer service.

The preferred candidate will hold formal library education; a Library Technician Diploma, a minimum of Excel certification from Ontario Library Service, (a master's degree in library sciences is considered an asset) and have management experience in a public library setting, knowledge of current library computer applications and excellent interpersonal skills.

If you are interested in becoming the CEO / Head Librarian for a library that is the heart-beat of the community, please forward a resume to: CEO Selection Committee, Laurentian Hills Public Library Board, 34465 Highway 17, RR 1 Deep River, ON K0J 1P0; or library@laurentianhills.ca.

Applications must be received by July 15, 2022. Only those applicants selected for interview will be contacted. Personal information collected is for the purpose of this application only.