

JOB ANNOUNCEMENT

Executive Director Flint River Regional Library

The Executive Director is the administrative head of the Regional Library under the direction and review of the Library Board and serves as advisor and executive officer to the Board.

Duties include directing and coordinating the activities of the Griffin-Spalding County Library and Flint River Regional Library, supervising personnel, preparing annual budgets, recommending long range plans and goals, managing federal, state, regional, county, city, or private funds received, and approving library expenditures.

The Executive Director administers the total library program in accordance with system-wide policies adopted by the Regional Library Board and in compliance with criteria established by Georgia Public Library Service. The Executive Director is responsible for all construction and technology grants, as well as other State and federal grants.

The Executive Director participates in community and professional activities. Candidates should possess strong leadership and interpersonal skills and have the vision to continue to adapt to future trends in providing quality public library service. Candidates should have experience in managing automated accounting systems, general computer technology operations, and statistical and financial compilations.

QUALIFICATIONS

- Master's Degree in Library Science from an ALA accredited library school required.
- Georgia State Public Librarian Certification.
- At least six years experience in professional library work at a managerial level involving personnel supervision and fiscal responsibilities.

JOB ANNOUNCEMENT
Executive Director
Flint River Regional Library

Page 2

SALARY AND BENEFITS

Salary based on qualifications and experience. Competitive benefits including Teachers Retirement System of Georgia.

APPLICATION PROCESS

Submit a cover letter and a resume with names, addresses, and phone numbers of at least three references to: Flint River Regional Library, Attn: Executive Committee, 800 Memorial Drive, Griffin, GA 30223.

CLOSING DATE: May 3, 2010.

The Flint River Regional Library consists of eight libraries across six counties and participates in the Georgia Public Library Service State Program. All members participate in the Georgia Library PINES System. Griffin, Headquarters of the Regional Library, is 40 miles south of Atlanta in West Central Georgia.