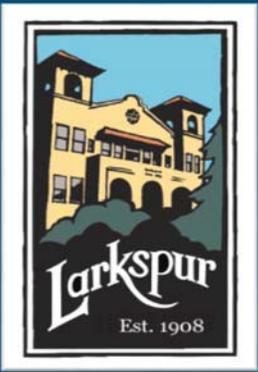


The City of Larkspur



Invites your interest in the position of

Library Director

\$9,075 – \$11,582 per month
Plus excellent benefits package

Open until filled

The Position

The Larkspur Library Director is a key member of Larkspur's management team, working closely with the City Manager, Library Board, and other civic leaders to ensure that the World's Greatest Little Library is a vibrant resource for the Larkspur community. The Library Director is the City's liaison to several key community groups that provide volunteer and financial support to the Library, including the Friends of the Library and the Larkspur Library Foundation. In addition, the Library Director represents the City on the boards and committees that govern the various consortiums and collaborations that expand the materials and services provided to the community.



The City and its partner, the Larkspur Library and Community Center Foundation, are working together to realize the City Council's goal of a new library in Larkspur. The next Library Director will be a key player in this process.

THE IDEAL CANDIDATE WILL POSSESS:

- Six years of experience as a professional librarian for a public or school library, including significant supervisory and administrative responsibilities.
- Demonstrated skill in identifying and securing a variety of revenue sources in support of a library's programming and mission.
- Honed leadership skills and the ability to interact effectively with elected officials, community members, local leaders, and City staff.
- Excellent supervision and mentorship skills.
- Strong oral and written communication skills.
- Excellent judgment and sense of humor.



MINIMUM QUALIFICATIONS:

Sufficient experience and education related to the management of a community library to demonstrate the knowledge and skills listed and to perform the essential duties is required. A typical way of obtaining the required qualifications:

- Possession of a Master's of Library Science degree from a school accredited by the American Library Association and six or more years of professional library experience in public libraries, including at least two years in a supervisory or administrative capacity.

The City and Community

The City of Larkspur is located in the heart of Marin County, nine miles north of San Francisco, at the base of beautiful Mount Tamalpais. Larkspur has a mix of commercial, residential and industrial uses. The residential population is approximately 12,500. Larkspur has a wonderful historic downtown, with shops and nationally recognized cafes and restaurants. A mix of homes, condominiums and apartments are situated in the surrounding hills and along the Corte Madera Creek. Attractive shopping centers provide services and amenities for residents and visitors. The Larkspur Ferry whisks commuters across the bay to Downtown San Francisco.

Larkspur is a close-knit community of educated and engaged citizens. Residents are actively involved in important local decisions about quality of life issues and the future direction of their city. The City Council encourages a high level of interaction between its citizenry and government so that important issues are thoroughly discussed.

The Larkspur Library

The Larkspur Library shares a rich history and echoes the small-town charm of the City of Larkspur and has been in its current location since it first opened in 1913. As a part of the Marin County MARINet Consortium, the library shares in the collections of the other five Marin County city libraries, the 10 Marin County Library branch libraries, and the Dominican University of California collection. Patrons have access to a full range of Library databases, and the wider library collections of surrounding California libraries through Link+. While Larkspur is the Library's core community, a large portion of the population it serves comes from neighboring communities, greatly expanding the role the Library plays in serving greater Marin.

What We Offer

- DOQ up to \$11,582 per month
- City paid medical up to 80% of premium rate for Kaiser HMO Plan
- CalPERS Defined Benefit Retirement
 - 2.0% at 55 for classic members
 - 2.0% at 62 for new members hired after December 31, 2012
- Dental Care
- Vision Care—City pays a \$250 annual benefit
- Paid vacation, administrative, personal, and sick leave
- Paid Employee Assistance Program
- Paid Long-Term Disability and Life Insurance
- Deferred Compensation
- Flexible Spending Accounts
- Credit Union Membership
- Auto Allowance, and more...



To Apply

If you are interested in this outstanding opportunity, please apply online at: <https://www.calopps.org/ViewAgencyJob.cfm?ID=30995>. You must also include a copy of your resume and a letter of interest in the position. For more information or to view a job description visit: <http://www.cityoflarkspur.org/humanresources>.

This is a continuous recruitment—open until filled.

First review of applicants will occur on **Oct. 28, 2019**

Interviews are expected begin the week of **Nov. 11, 2019**

Accommodation: Candidates with a disability who may require special assistance in any phase of the application or selection process should advise Human Resources by emailing Janet Thiessen, Human Resources Manager, at jthiessen@centralmarinpolice.org upon submittal of application.

The City of Larkspur is an Equal Opportunity Employer.