

Job Posting: Director of Access and Collection Services

The Mooresville public library is seeking a full-time Director of Access and Collection Services. The person in this position will ensure that our visitors receive the highest quality patron service and access to an excellent collection. This individual will manage the circulation operations, including supervising the circulation team. The Director of Access and Collection Services will also catalog, process, select adult materials, and assist with administrative tasks. This is a great opportunity to develop leadership skills and be part of an awesome team!

Qualifications: Master of Library Science degree from ALA accredited school, LC3 or higher or ability to obtain LC3 certification from Indiana State Library. Professional library experience at the supervisory, management, and/or administrative level.

Schedule: 40 hours per week, including evenings and Saturday shifts.

Monday: 8:30 AM -5:00 PM

Tuesday: 12:00 PM-8:00 PM

Wednesday: 8:30 AM -5:00 PM

Thursday: 12:00 PM-8:00 PM

Friday: 8:30-5:00 PM (Off when working Saturday)

Saturdays: 2nd and 3rd Saturdays 8:30-4:00 PM

Compensation: \$41,600 per year (\$20/hr).

Benefits: 80% of health insurance paid by library. Dental and vision insurance. Public Employees Retirement Fund (PERF), PTO accumulated per pay period. Professional development and skill building opportunities.

Please see full job description at: <https://mooresvillelib.org/apply-for-a-job-at-mpl/>

To Apply: A completed MPL application, resume and three professional references are required.

Visit <https://mooresvillelib.org/apply-for-a-job-at-mpl/> to apply online.

Or mail cover letter, resume, reference and a completed job application to:

Sandra Osborn

Mooresville Public Library

220 West Harrison Street,

Mooresville, IN 46158

No phone calls please.