**Marysville Public Library**

July 26, 2017

Job Title: **Community Engagement Manager**

Qualifications:

**Required:** BA/BS in Marketing, Communications or Journalism or combination of other post-secondary education. Library experience or history of strong library use

**Desired:** MLIS, Management experience or training, Background in graphic design, web design and web content development on a professional level as well as familiar with using Social Media.

Brief Job Description:

Manages patron communications:  develops design of and context for monthly print and e-newsletter; coordinates social media presence and targeted email communications; creates high quality content for website; manages patron comments and responses.

Working with the Library Director and management team, create an annual marketing plan; to identify opportunities for library participation in community events; develops innovative and responsive programs at locations outside the library; collaborates with staff with library initiatives and programs for working with area school, daycares, local governments, and other non-profit service providers and agencies.

Liaison to community organizations:  maintains current community partnerships; identifies strategic new community partners and develops relationships with them; collaborates with all relevant groups to achieve countywide strategic goals.

Serves as member of management team:  contributes development of annual planning initiatives and development of services, programs, and policies, and coordination of activities across all library departments.

Salary Base salary begins at $34,560, depending on experience, plus benefits. Salaried, Exempt. Must be open to flexible schedule including day, evening, and weekend hours.

Application Process: Submit the following to ccrawford@marysvillelib.org , by fax (937) 642-3457 or by mail to Cindy Crawford, HR Manager, Marysville Public Library, 231 S. Plum St., Marysville, OH, 43040.

* Application form [www.marysvillelib.org](http://www.marysvillelib.org)
* Resume
* Examples of press releases, printed or electronic marketing efforts you created for a library or other organization, examples of, or links to web, social media, or other e-communications created by you.
* Examples of collaborative programs or services you’ve coordinated and implemented.
* Applications received before August 12, 2017 will receive preference. Position open until filled.

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