

**JOB POSTING**

**Library Branch Managers**

**Aurora**

**Garrettsville/Windham**

PCDL has two openings for Branch Manager. Responsibilities include supervising, training, and scheduling staff. The Branch Manager will coordinate and evaluate branch programs and services. This position also represents the library at community events and acts as a liaison between local groups and the library. The Branch Manager is part of the administrative team and participates in immediate and long-term planning of the library’s services within its service community.

**Qualifications**: Masters of Library Science degree or within six months of obtaining the degree and related work experience. Ability to work a flexible schedule that includes evenings and weekends.

**Benefits:** This is a full-time non-exempt position. Starting salary is $42,538 per year, plus benefits, including OPERS pickup, paid vacation, holidays, and sick time.

**To apply:** Applications are available at [www.portagelibrary.org](http://www.portagelibrary.org)/employment or at any PCDL branch. Please send the completed application to: Corrine Alldridge, Assistant Director, Portage County District Library, 10482 South Street, Garrettsville, OH 44231, or via email: calldridge@portagelibrary.org

**Deadline:** Applications accepted until position is filled with those received byDecember 10, 2018receiving first consideration.

*The Portage County District Library is an equal opportunity employer.*