

Part-Time Library Director – Preston Public Library (Preston, CT)

Consortium: LION Member

The Preston Public Library seeks an experienced, community-oriented part-time (30 hours/week) Director. As chief administrator, the Director will oversee all aspects of library operations, services, and programs. Collaboration within the LION Consortium and partnerships with local organizations are integral.

Key Responsibilities:

- Develop policies with the Board; manage finances, grants, and annual budget proposals
- Attends and participates in Library Board meetings; prepares monthly Board reports, updating the Board on important strategic and operational matters, as needed
- Supervise and support staff and volunteers
- Oversee building operations, facilities maintenance, and vendor coordination
- Plan and execute annual fundraising efforts, including grant writing
- Maintain and develop the library's collection and services, including digital resources, in alignment with community needs and current best practices
- Maintains an active calendar of programs, activities, and events
- Interacts with patrons and fosters community relationships with local schools, organizations, and town departments
- Oversee technology, train users, and maintain online presence
- Is a member of and participates in local, state, or national professional organizations in order to update the Board on current library trends

Qualifications:

- Master's in Library Science (ALA-accredited) preferred
- 3+ years of professional library experience, including supervision
- Budget management and strong communication skills

Compensation: Competitive salary commensurate with experience; benefits stipend included.

To apply, send your cover letter and resume to prestonlibrarysearch@gmail.com by August 22, 2025. References required upon request.