



Danville Public LIBRARY

**319 N. Vermilion Street
Danville, IL 61832**

Library Director

Danville Public Library seeks a visionary Library Director who honors the values of public library services, understands the importance of partnering with community agencies by maintaining and fostering open communication with city residents, and empowers staff by encouraging collaborative efforts. We are looking for a director who can articulate, support, and promote the library's mission and work in a highly effective manner with the Board of Trustees, the Danville Library Foundation, and the City of Danville government.

Danville Public Library is a beautiful, active municipal library in east central Illinois, serving a population of 29,204; the county seat with a mix of urban & rural, and an operating budget of \$2,306,804.00. The library serves 237,523 patrons annually and circulated 88,223 items in 2025.

Danville Public Library, originally built in 1995, is currently celebrating its 30th anniversary. Next door, you will find the War Museum, which is housed within the original Carnegie Library built in 1904.

Qualifications:

A master's degree in library science from an institution accredited by the American Library Association is strongly preferred. Minimum of five years of library experience with at least three years at a responsible administrative level is strongly preferred. Must be qualified to take and successfully exercise overall responsibility for budget, planning, services, facilities, and equipment, selection of books and other materials, personnel employment and management, and staff development, consistent with the objectives of the library and policies determined by the Library Board of Trustees. Must have proficiency with computers, technology, and the Internet, and a working knowledge of library trends and technology.

Ability to organize, plan, supervise, and coordinate the work of others in a variety of library services and maintenance activities. Keen sense of good public relations and the ability to deal with the public in a fair, courteous, and pleasing manner; to interpret library policies, objectives, services, and facilities to community groups, public officials, and the general public. Grant writing experience is a plus. Must have the ability to establish and maintain effective contacts and working relationships with community groups and agencies. Must be able to speak in public and write clear and concise reports. Must have a high level of professionalism. Must handle personnel matters delicately and discreetly. Must be able to communicate and work harmoniously with all levels of staff. Must be willing to accept responsibility for administrative actions. Must have proficiency with Microsoft 365, computers, technology, and the Internet. Flexible schedule.

The Library Director is required to live within 5 miles of the city limits.

Compensation: This position has a salary range of \$78,000 - \$103,000, which will be paid based on qualifications and experience, plus a full benefits package.

Interested candidates should submit a letter of interest, resume, and three professional references with contact information, including supervisors and phone to:

Mark Denman at mdenman7@comcast.net.

Job opening will be posted until September 11 or until filled.