

Position	Library Director
Library/City	Humphreys County Library System in Belzoni, MS
Date Posted	2/23/2022
Date Expires	open until filled
Date Available	2/23/2022
Responsibilities	The director is responsible for all library management areas, including personnel, collection development, budgeting, policy development and implementation, grant writing, E-rate applications, community relations, bookkeeping, and long-range planning. The director reports to and works with a five (5) member board of trustees.
Requirements	A Master's Degree in Library Science is preferred. Other applicants must have a minimum of a bachelor's degree, with mandatory completion of a further plan for education required by the Mississippi Library Commission within three (3) years of hire. Public Library, supervisory, and administrative experience is preferred. The successful candidate must have technical skills and a record of outstanding customer service and leadership. Bookkeeping using Quick Books software is required.
Salary & Benefits	Starting salary will be \$24,000 for a 40-hour workweek. Benefits include personal and medical leave, paid state health insurance, Mississippi Public Employees' Retirement, and the opportunity to participate in the state's life insurance and deferred compensation plan. Evening and weekend hours may be required. Travel and participation in library-related educational programs and conferences will be required.
Contact	Dana Arrington or Dorothy Switzer at 662-247-3606
Location (Library or institution name)	The Humphreys County Library System in Belzoni
Place/Environment	Most of the work to be performed is office-type business that may include interruptions. A large amount of math and calculations is involved. Considerable involvement in the community (which may be outside regular library hours) will be required. Daily contacts with the library staff should be made. Frequent contact with community, public officials, and local agencies and organizations must also be made. Travel during the workday and on behalf of the library will be required. Therefore, candidates must hold a valid Mississippi driver's license.

