Celebrate Allen County (IN) Public Library’s 125 years of thriving library service as its next Executive Director. With respect and appreciation for the Library’s history—the new Executive Director will lead the Library forward in a world that continues to change by combining a strong sense of vision, a focus on serving local communities, and thoughtful innovation. The new ED will value communication and collaboration with Staff, the Board of Trustees, Library partners, and Allen County residents. ACPL, governed by a seven-member appointed Board of Trustees, serves 339,000 people through its fifteen locations (the Main Library, thirteen unique neighborhood branches, and a Data Center), outreach services, and its virtual services. Working with a staff of 225 full time and 148 part-time team members and a $28 million annual budget, the Library will continue its focus on excellent patron service and exceeding community expectations. Two notable programs include The Genealogy Center, the second largest family research center in the United States, and the Rolland Center for Lincoln Research (opening in April 2021), which will showcase Abraham Lincoln’s lectures, photos, and original documents. Key initiatives include charting a clear course for welcoming and inclusive library programs and services; creating and implementing a collaborative strategic plan; and building positive relationships with the community, staff, Board, and stakeholders groups fostering trust and teamwork.

In the heart of Northeast Indiana, Allen County and Fort Wayne (the 2nd largest city in Indiana), offers everything from outdoor adventures and sports to arts and culture. Fort Wayne offers a vibrant downtown and is regularly recognized as one of the best places to live in the country. Allen County is also home to cities New Haven and Woodburn as well as the suburban communities of Grabill, Leo-Cedarville, Monroeville, and Huntertown. The County includes a nationally recognized zoo, a state-of-the-art convention center, award-winning parks system (125 miles of paved trails), a full-time Philharmonic orchestra, museums, and theaters. Housing ranges from rural acreage to suburban homes to downtown condos and apartments. Whether you are looking for the hustle and bustle of downtown life, a family-friendly neighborhood, or a scenic home along a backcountry county road, Allen County can be a great fit, with opportunities to grow personally and professionally. For more information about the Library and Allen County, please visit Allen County Links.

Responsibilities. Reporting to the Board of Trustees, The Executive Director is responsible for executive and administrative duties managing all operations and activities of ACPL. The ED oversees the planning, organizing, directing, evaluation and review of the Library’s resources, services and programs responding to the needs of the community; works and communicates transparently with the Board of Trustees overseeing future visioning and strategies; and effectively advocates the library’s needs to local officials and appointing bodies. Other responsibilities include, but are not limited to, policy development; budget development and fiscal stewardship; overseeing human resources creating a collaborative work environment unifying and engaging staff to support the Library’s mission; supporting formal and informal staff development; and representing the Library to the Allen County community, local agencies and organizations, regional and state associations, and media outlets. For the complete position description, see Allen County Public Library Executive Director position.

Qualifications. Minimum qualifications are: a Master’s Degree in Library/Information Science from an ALA-accredited program and the ability to acquire and maintain the LC1 certification from the State of Indiana (10 years professional experience OR 6 years professional experience that includes 3 years administrative experience). Essential skills include: a sound emotional intelligence (EQ) skills set; excellent internal and external communication skills that inspire and motivate; skill in building and maintaining effective relationships with the Library Board, staff, Friends and Foundation, and community members; experience in shared strategic planning; sound fiscal management; successful experience implementing services and programs; and a knowledge of library “best practices” and emerging technologies. Proven experience reporting to a policy-making board; a working knowledge of effective library board governance models, and previous success in a multi-branch system are highly desirable.

Compensation. The starting salary range is $135,000 – 160,000 commensurate with experience and includes a competitive benefits package. For further information, please visit Bradbury Miller Associates. Apply via email with a meaningful cover letter and resume as Word or PDF attachments to Jobeth Bradbury. This position will close November 22, 2020.