

June 20, 2025

Library Director Job Posting:

The Farmington Community Library Board of Trustees seeks applications for the position of Director of the Farmington Community Library due to the pending retirement of the current Director. Farmington Community Library (FCL) is a District public library serving the cities of Farmington and Farmington Hills, Michigan.

Governed by an eight-member Board of Trustees, FCL is a dynamic public library serving a population of over 95,583 residents and maintains reciprocity with The Library Network consortium, comprised of 74 member libraries and their 114 locations. Our 8.7 million-dollar budget supports a dedicated staff, consisting of 36 Full Time and 61 Part Time employees, who provide exceptional service at our Farmington and Farmington Hills locations, mobile outreach facilities and virtual service platforms. As an autonomous governmental unit, the library receives funding from two dedicated millages with consistent high voter approval. The Farmington Friends of the Library generously provide funds for innovative programming and community events.

In 2024, the library completed a Master Plan and is excited to begin updating and renovating library spaces at both locations. To learn more about the Master Plan, please visit:

<https://www.farmlib.org/about-us/library-news/fcl-approves-initial-renovations-in-new-facilities-masterplan/>

The library maintains an excellent reputation as a forward-thinking, service-oriented Class VI Michigan Library. FCL is deeply embedded in community organizations and events, serving an ethnically diverse community with a strong tradition of supporting public education, community college partnerships, cultural services and technological innovation.

To learn more about the Farmington Community Library visit: www.farmlib.org

Qualification:

- Master's Degree in Library and Information Science from an institution accredited by the American Library Association.
- Certification as a Professional Librarian Level I from the Library of Michigan as required by state law for a Class VI library.
- Five (5) years of progressively responsible public library experience, including at least three (3) years of public library administrative responsibility. Additional education may be substituted for experience.
- Ability to convey, for purposes of training staff, the basic principles, concepts and methodology of professional librarianship in carrying out assignments, operations and procedures.

- Highly developed verbal, written and social skills and adaptability.
- Excellent budgeting and financial management experience and background.
- Visionary understanding of AI integration in library services, digital collection development and emerging information technologies.
- Ability to process information effectively to learn new materials, handle complex concepts, consider issues and to multi-task.

Responsibilities:

- Oversees fiscal, personnel, facilities and operational management of FCL.
- Uses highly developed verbal, written and digital communication skills that inspire and motivate.
- Ability to develop and implement a shared vision of innovative library service.
- Thorough understanding of library technology and applications.
- Ability to interact effectively with multiple constituencies and serve as the library's representative within the public and library communities.
- Expected to work primarily onsite, at both locations, and attend community events, as needed.

For a complete description of the Director position, including Primary Job Duties and Requirements for the Role, go to the Jobs at FCL page: www.farmlib.org/about-us/jobs-at-fcl/

Physical Requirements for the Role:

- Physical demands exceed sedentary work requirements: walking, standing, bending, stooping, crouching, reaching, carrying books or boxes of books, etc.
- Degree of physical demands, for example, strength, is associated with essential functions of the job. Exerting up to 20 pounds of force occasionally and/or 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects, for example, pushing book carts.
- Ability to view a computer monitor and use a keyboard for extended periods of time.

Compensation:

- Salary range is \$97,300 – \$124,000 (based on candidate's qualifications and experience).
- The excellent benefit package includes: paid vacation, sick leave and paid holidays, health insurance, dental and vision cost reimbursement, a Health Care Savings Plan (HCSP), short/long-term disability insurance, life insurance, and a MERS defined-contribution retirement plan.

Application Protocol:

- Your cover letter should specifically address how your experience aligns with 2025 library leadership challenges and highlights how you've responded to community needs.
- Provide a resume and three (3) professional references with complete contact information, including email address and phone number.
- The first interview will be held with the Selection Committee and can be in-person or on Zoom. The second interview will be conducted in-person before the Library Board, library staff, and community stakeholders. During the second Interview, applicants will be asked to provide a fifteen (15) minute presentation.
- Travel expenses may be reimbursed for second round interview only.

Applications will be accepted until the position is filled. **Priority consideration will be given to applications received by August 8, 2025.**

Address all communications to:

Crystal Peterson, Executive Assistant
Farmington Community Library
32737 W 12 Mile Rd
Farmington Hills, MI 48334-3302

Crystal.Peterson@farmlib.org

248-848-4303