



Stanislaus County



COUNTY LIBRARIAN

\$97,905.60 - \$146,868.80 annually

Interviews are tentatively scheduled for the week of
July 22, 2019

Apply by July 12, 2019

The County of Stanislaus invites qualified candidates to apply for the County Librarian position.

About the Community

Stanislaus County is located in Central California within 90 minutes of the San Francisco Bay Area, the Silicon Valley, Sacramento, the Sierra Nevada Mountains and California's Central Coast. With an estimated 538,388 people calling this area home, the community reflects a region rich in diversity with a strong sense of community. Two of California's major north-south transportation routes (Interstate 5 and Highway 99) intersect the area and the County has quickly become one of the dominant logistics center locations on the west coast.

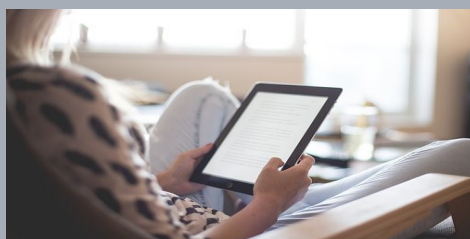
The County is home to a vibrant arts community with the world-class Gallo Center for the Arts, a symphony orchestra, and abundant visual and performing arts. Stanislaus County is a global center for agribusiness, positioned by its mild Mediterranean climate, rich soils and progressive farming practices.

The area is recognized internationally for agricultural innovation with wine, almonds, poultry, milk, cattle, and walnuts being some of the featured industries. The County is also home to Stanislaus State University, Modesto Junior College and benefits from satellite locations of other high-quality educational institutions. The County was established in 1854 and has a total land area of 1,515 square miles. Temperatures range from an average low of 38 degrees Fahrenheit in the winter to an average high of 85 degrees in the summer. Temperatures move up into the 90s during the summer months with low humidity and cool evening breezes from the San Joaquin Delta.

About the Department

The Stanislaus County Library system was established in 1912 under the State's County Free Library law. Over the years, libraries from local communities joined the system which currently includes thirteen community libraries (Ceres, Denair, Empire, Hughson, Keyes, Modesto, Newman, Oakdale, Patterson, Riverbank, Salida, Turlock, and Waterford) and includes a staff of approximately 73 full-time and 88 part-time employees.

A future of economic vitality where Stanislaus County residents enjoy a better quality of life can be achieved through literacy, youth development, workforce education and training for life skills. The Library plays a vital role in positively addressing these needs by partnering with many organizations to leverage its resources. The Library enjoys strong partnerships with LearningQuest, providing the library's adult literacy tutoring program, the Stanislaus County Office of Education, the Library Foundation and Friends of the Library - groups that provide services and support to promote literacy and reading throughout the county.



The Position

Stanislaus County is looking for a visionary, intuitive and collaborative leader with a passion for the transformative power of libraries, who can manage and direct all activities and operations of the Library's 13 community libraries and three pop-up libraries. The incumbent will think strategically and be able to take a long-term view and build a shared vision with others, act as a catalyst for organizational change and inspire others to translate vision into action. The ability to formulate objectives and priorities and to then implement plans consistent with the long term interests of the library and the community is essential. It is important the incumbent keep up-to-date and fully understand trends that impact library services, resources, and the ways in which today's innovative libraries are utilized. The selected individual will be an excellent communicator and team builder who mentors and expands staff development, and inspires staff to provide outstanding service. Fostering an inclusive workplace where individual differences are valued and leveraged to achieve the library's vision and mission is essential.

The County Librarian is an at-will position appointed by the Chief Executive Officer with the concurrence of the Board of Supervisors and reports directly to the Chief Executive Office and the Board.

Typical Duties and Responsibilities

- Research, analyze and evaluate new service delivery methods and techniques by keeping abreast of the publishing industry including standards and practices; library automation principles and practices; computer equipment systems and software; and web and social media resources;
- Assess the library service needs of the community and report to the Board of Supervisors on the Department's role and activities in fulfilling these needs;
- Prepare and monitor the annual budget, including expenditure control and revenue collection processes; estimating and anticipating changes in the level of service required and new equipment needed;
- Set direction through a strategic approach to expanding services and resources, and the development of a strategic/business plan;
- Oversee processes for recruitment, hiring, selection, evaluation, professional growth, and discipline of employees;
- Identify and prioritize key processes for improvement based upon customer feedback/trends and develop and implement process improvement measures and controls;
- Engage all members of the community with access to information, knowledge, and the tools for innovation and personal development;
- Act as an ambassador by promoting and enhancing the library's image within the county and its communities; and
- Maintain an innovative and forward-thinking approach to delivering outstanding library services to residents throughout Stanislaus County.

The Ideal Candidate

- A skilled manager who inspires and fosters team commitment and trust; facilitates cooperation and motivates team members to accomplish goals;
- Makes well-informed, effective and timely decisions; perceives the impact and implications of decisions and holds self and others accountable for effective results.
- Uses cost-benefit thinking to set priorities; able to manage resources in a way that instills public trust.
- Builds the organization by developing or improving products or services; takes calculated risks to accomplish organizational objectives;
- An excellent communicator who explains, advocates, and expresses facts and ideas in a convincing manner. Effectively negotiates with individuals and groups internally and externally;
- A coalition builder who develops networks and builds alliances; collaborates across boundaries to build strategic relationships and achieve common goals;
- Identifies the internal and external politics that impact the work of the organization; perceives organizational and political reality and acts accordingly; builds consensus through give and take; gains cooperation from others to obtain information and accomplish goals;
- Effectively plans, develops, implements and maintains integrated, comprehensive library programs, policies and procedures;
- Models leadership, promoting personal responsibility, integrity and accountability;
- Provides appropriate and effective written and verbal communication;
- Creates a positive work environment, maintaining the self-confidence/self-esteem of others;
- Analyzes information, anticipates potential trends, and makes decisions based upon facts;
- Performs customer needs assessments and benchmarking and evaluates the data collected;
- Plans, directs and evaluates the work of staff, engaged in all aspects of library services;
- Works effectively and cooperatively with all customers, including staff, community members, County administration, businesses and the general public; and
- Establishes and maintains an effective response system for ongoing internal/external customer feedback.



Education/Experience

- Master's degree in Library Science from an American Library Association accredited school of library science; **AND**
- Five (5) years of increasingly responsible experience as a professional librarian in a public library, of which three (3) years must have been in a management capacity.

Compensation — \$97,905.60 - \$146,868.80 annually

The current salary range for this position is open with hiring dependent upon experience and qualifications. The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County employees including:

- Excellent retirement benefit (2% at approx. age 61 formula);
- Health plan coverage for employee and dependents (medical, dental, vision);
- County paid Deferred Compensation at 2% of base salary;
- Three weeks annual vacation accrual upon entering County service (after completion of one year's service, four weeks of annual vacation; after completion of 20 years of service, five weeks of vacation per year);
- 32 additional vacation hours annually;
- 56 hours Management Leave per year (does not carry over);
- 96 hours of sick leave annually;
- 10 paid holidays annually;
- \$1,200 annual Professional Development reimbursement;
- Term life insurance;
- Disability protection;
- Automobile allowance;
- Portion of out-of-area moving expenses;
- Details are upon request.



HOW TO APPLY

The County of Stanislaus is an Equal Opportunity Employer.

All qualified applicants are encouraged to submit online application(s) for open position(s).

Stanislaus County is committed to establishing and maintaining effective working relationships with the general public, co-workers, supervisors, and members of diverse cultural and linguistic backgrounds regardless of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military or veteran status.

APPLICATION PROCEDURES/FINAL FILING DATE

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made on your qualifications.

Resumes will not be accepted in lieu of a complete application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

TESTING ACCOMMODATIONS

Arrangements may be made to accommodate disabilities or religious convictions. Describe the special test arrangements you require in the "Additional Information" section of the application form.

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment drug screening and job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

PUBLIC SERVICE LOAN FORGIVENESS PROGRAM

Find out if you qualify for the AES Public Service Loan Forgiveness Program for full-time public sector employees (PSLF) by contacting: (866) 706-5005, <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understandings, and such information prevails over information contained in this flyer. Questions regarding this announcement may be directed to the Stanislaus County Chief Executive Office/ Personnel.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/>



The County of Stanislaus and its employees embrace the Club Wellness Mission Statement.

The Mission of Club Wellness is to facilitate and encourage the “good health” of the county workforce. “Good health” is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.

For more information on Club Wellness go to www.myclubwellness.com

