



Christian County Library

Executive Director Search

Christian County, Missouri

Christian County is one of the fastest-growing counties in the state and is located in the Ozarks of southwestern Missouri. Each unique community takes pride in making our county a quality place to live, learn, and grow. With award-winning schools, multiple library locations, retail expansion, entertainment, tourism, and extensive parks and outdoor recreation there is something for everyone. With its natural beauty, unique history, and economic growth, Christian County is an excellent location for talented library professionals.





Christian County Library

Founded in 1956, the Christian County Library is a community resource and hub for the over 80,000 residents. In 2017, voters approved a renewal of the library's 20 cent tax levy rate and within one year, the first new branch in more than 30 years was built. In 2020 we continued to fulfill our promise to build two additional branch locations.

The Christian County Library's mission is to spread literacy, build community, provide needed resources, and be a general help to the people in our county. Based on the [2019 Community Survey](#), residents of Christian County expressed high expectations and standards from their library including:

- Clean and safe library facilities
- Robust print collection

- Activities and education programs for children and teens
- Digital collection that is mobile-friendly
- Services and resources for seniors
- Convenient access to library resources and locations

In order to meet these needs of our community the Executive Director works closely with the Christian County [Library Board of Trustees](#). Through their dedication and coordination of the library's mission, Trustees play a critical role in setting policies that govern the library, approval of the annual budget, and oversee the general management of the library including the selection of the Executive Director.

Committed to Our Community

Christian County Population:
88,000+

Median Household Income:
\$57,000

Percentage of High School Graduates: 91.7%

Percentage of Bachelor's degree or higher: 26.9%

Operating Budget: 2.8 million

Library Facilities: 4 full-service branches, mobile library, outreach, homebound services, digital resources

Staff: 52 total staff members, 17 full-time

Total Card Holders: 43,000+

Collection Size: 80,000+ (physical) and 900,000+ (digital)

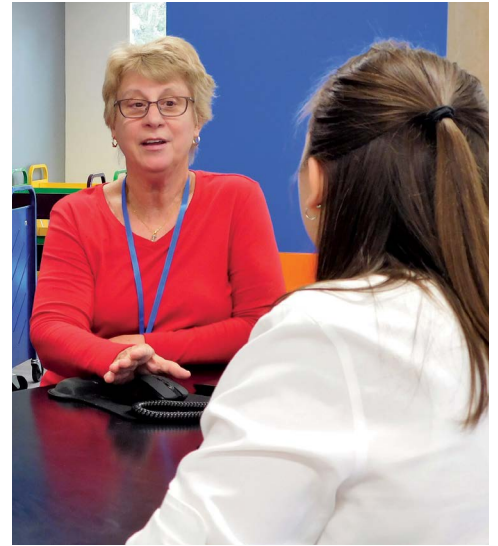
2019 Total Circulation:
508,651 (physical and digital)

2019 Total Library Visits:
169,397

2019 Program Attendance:
23,720

The Executive Director Position

The Executive Director is the administrative officer of the library that acts in an advisory capacity as a professional expert to the Board of Trustees. Additionally, this individual is responsible for creating an environment conducive to maintaining high staff morale and for the administration of personnel policies, including assignment of duties, service standards, and staff development. The Executive Director is the representative of the Christian County Library to local governments, civic and community organizations, professional associations, and all residents of the county. To view the entire job description visit christiancountylibrary.org/library-careers.



Duties and Responsibilities

- Administration for the Library
- Technical Advisor for the Board of Trustees
- Supervision of Library Staff
- Spend Library Funds Within Board-Adopted Budget & Financial Policies
- Involvement in the Local Community and Larger Library Community
- Inform Board of Trustees of the Library's Financial and Budgetary Status
- Communicate with Library Staff and Administration

Qualifications and Benefits

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Minimum qualifications include a Master's degree in Library Science, 10 years of professional library experience or related experience, including supervisory or managerial experience.

To attract highly qualified candidates, the Christian County Library offers a competitive salary commensurate with the qualifications and experience of the candidate. The salary range is \$70,720–\$79,040 and includes a benefit package of medical, vision, and dental insurance and vacation, sick, and personal leave.





How to Apply

To be considered for this exciting position, complete an employment application form, provide a letter of interest addressing how you are the ideal candidate, updated resume, and contact information for a minimum of three work-related references. Completed application materials can be emailed to ExecutiveDirectorSearch@christiancountylibrary.org or mailed to: Nixa Community Branch Christian County Library 208 N. McCroskey St. Nixa, MO 65714 Attn: Human Resources.

Applications received by **January 10, 2021** will receive first consideration, but the position is open until filled. A background check will be completed before the position is offered.



We are your public library, serving all of Christian County

CLEVER
7450 W. Veterans Blvd.
(417) 743-2277

NIXA
208 N. McCroskey St.
(417) 724-6100

OZARK
1005 N. 4th Ave.
(417) 581-2432

SPARTA
Coming Soon!
Spring 2021

christiancountylibrary.org