

Full-Time Employment Opportunity

Chief Executive Officer
Deep River Public Library
Deep River, Ontario

The Deep River Public Library Board is currently seeking a motivated individual to become our new CEO. The successful candidate will work under the direction of the Board to pursue our mission of building a strong community through literacy and life-long learning in an exciting and ever-changing environment.

The CEO is responsible for the administration, organization and planning of all library operations, services, staffing and financial matters in accordance with policies established by the Board. The CEO also acts as the library's representative to the community, to professional organizations and to government agencies.

The Deep River Library operates with five part-time unionized staff and about 65 volunteers. It offers a wide range of materials, programs and services to Deep River and surrounding area. The library building houses a large program room that is heavily used by the community. An active Friends of the Library group helps raise money for services and materials not otherwise covered in the budget. For more information on the Library, visit our website: deepriverlibrary.ca.

The ideal candidate for this position will possess:

- A Master of Library Science degree from an accredited university, or equivalent formal education and leadership experience
- Experience in the principles and practices of accounting, budgeting and financial planning
- The ability to implement policies to maximize the use and effectiveness of the library collection
- Leadership skills that motivate staff and volunteers
- Strong communication skills: oral, written and electronic
- Skills necessary to aid in the development and maintenance of a strategic plan
- An awareness of advances in information technology and on-line services
- Experience dealing with the public and with confidential information
- Knowledge of the evolving role of the public library and its importance to the community
- The ability to identify necessary changes and to implement them successfully.

Compensation: \$59,374 to \$87,673 per annum, plus a comprehensive benefits package.

The Town of Deep River is a vibrant, diverse municipality located on the shores of the Ottawa River midway between Ottawa and North Bay. It offers strong community spirit, a small-town quality of life, a host of outdoor and cultural activities, and affordable housing, all in a beautiful natural setting. Our schools provide quality education from JK to Grade 12 and our hospital consistently ranks as one of the best small hospitals in Ontario. For more information on the Town of Deep River, please visit deepriver.ca

Please submit a cover letter and detailed resume by 4:00 p.m. on Wednesday September 25 2019 to:

deepriverlibraryboard@gmail.com
Deep River Public Library
55 Ridge Road
PO Box 278
Deep River ON K0J 1P0

Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodation is available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.