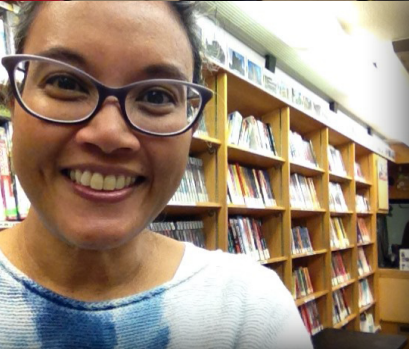


LIBRARY DIRECTOR



SAINT PAUL
PUBLIC LIBRARY



JOIN OUR TEAM

At Saint Paul Public Library we believe in connection. We believe in innovation. We believe in resilience. We believe in the power of belonging.

We seek an experienced, strategic, collaborative, visionary leader to take the helm of a fast-paced, mission-driven, public service environment with direct community impact.

If these words resonate, keep reading to learn more about the exciting opportunity Saint Paul Public Library offers you.



WE WELCOME ALL PEOPLE TO CONNECT,
LEARN, PARTICIPATE, AND GROW. [SPPL.ORG](https://www.sppl.org)

ABOUT



SAINT PAUL
PUBLIC LIBRARY

ABOUT SAINT PAUL

Saint Paul is Minnesota's capitol city and its most diverse city, and we celebrate the many cultures that contribute to our vibrant communities.

Saint Paul, Minnesota has many exciting amenities including:

- Cultural attractions: Science Museum, History Center, Children's Museum, Ordway Theater, Palace Theater
- Professional sports: Minnesota Wild Hockey, Minnesota United Soccer, Saint Paul Saints Minor League baseball
- Institutes of Higher Education: University of Minnesota, Macalester College, University of Saint Catherine, University of Saint Thomas, Hamline University, Concordia University of Saint Paul
- Parks and outdoor recreation: Como Park Zoo & Conservatory, Harriet Island, Grand Rounds Bike Trail, Mississippi River gorge
- Shopping, restaurants, and festivals galore

Together with Minneapolis, the Twin Cities offer an amazing lifestyle in all four seasons. Read more about locating to the Twin Cities here: [Living & Working in Minneapolis - St. Paul - Make It. MSP. \(makeitmSP.org\)](#)

ABOUT THIS POSITION

The Library Director will serve as an ambassador within the community, advocating and promoting the library's mission by demonstrating enthusiasm, creativity, and an understanding and respect for the needs, interests and demands of the community. The Library Director must have excellent communication and interpersonal skills; a thorough working knowledge of modern library policies, practices, technologies and trends; and strong people and task management skills. The Library Director will be a champion for equity and will work closely with the department's leadership to enact sustainable change.

Two major projects will engage the new director from day one:

- [Community First Public Safety](#). SPPL has secured funding to develop and implement new safety and security concepts that prioritize safety for staff and customers, recognize boundaries, and maintain a safe, respectful and welcoming environment for all our visitors.

- [Transforming Libraries](#). Three of SPPL's older library buildings have been identified for renovation or replacement, with preliminary plans completed. Funding is secured for one location.

These projects are just the beginning as SPPL anticipates, re-envisioning, and implements programs, services, staffing, collections, technology and more within the rapidly evolving urban public library paradigm.

Saint Paul Public Library is a department of City government, serving under the direction of the Mayor and the Library Board (City Council). The Library Director consults with the Mayor's Office and Library Board regarding the activities of the organization.

EXAMPLES OF DUTIES

Examples of duties, responsibilities, and specific areas of oversight include, but are not limited to, the following:

- Set the course of the organization toward strategic goals and community impact. Inspire, direct, and reflect on the work of staff toward these outcomes. Commit to a human-enriching vision that allows others to perform, develop, and be effective.
- Cultivate innovative and impactful collaborations with staff, elected officials, community and City leaders, media, and other stakeholders. Promote the mission and vision of both SPPL and the City, and enthusiastically support their work.
- Lead the organization through transformational changes in service models, technology, organizational planning, safety, and strategies to deliver excellent programs and services in the ever-changing ecosystem of urban public libraries.
- Position and employ the organization as a force for dismantling systemic inequalities in Saint Paul. Use an equity lens to evaluate internal and external-facing policies, practices, and communications, and take responsibility and action where necessary.
- Build a trusting environment where team spirit is built, successes are celebrated, ideas are heard, and opportunities for employees and community members to contribute are everywhere.
- Direct the development and implementation of the department budget, making balanced decisions to maximize available resources. Ensure the organization is in compliance with all applicable laws, regulations,

QUALIFICATIONS



SAINT PAUL
PUBLIC LIBRARY

and contracts; identify and mitigate risks.

- Build the story of Saint Paul Public Library through effective communication: speaking, listening, writing, facilitating; back up asks and pitches with data and analysis; champion honesty, freedom from hidden agendas, and follow-through on commitments.

To read the full class specification, [click here](#).

MINIMUM QUALIFICATIONS

A Bachelor's Degree in Library Science, Public Administration, Business Administration, or related field.

DESIRABLE QUALIFICATIONS

- Seven (7) years of professional library experience.
- Three (3) years of management experience.

COMPENSATION

The City of Saint Paul offers a generous compensation and benefits package. The salary range is up to \$162,344, with starting salary dependent upon experience and qualifications.

PAID BENEFITS

- Competitive salary
- Health insurance with preventative dental coverage
- Vacation accrual starting at 17 days per year
- 10 paid holidays per year
- Six personal leave days
- Public Employees Retirement Association PERA (pension plan)

OPTIONAL BENEFITS

- Federal Student Loan Forgiveness Program
- Life insurance

- Subsidized metro pass
- Deferred compensation options (similar to 401K investment opportunities), including employer match up to \$2K per year
- Dental insurance
- Flexible Spending Accounts
- Disability Insurance
- Accidental Death and Dismemberment Insurance
- Long Term Care Insurance

ABOUT THE LIBRARY

Saint Paul Public Library is a department of City government, serving under the direction of Mayor Melvin Carter. The Saint Paul City Council serves as the Library Board.

The following vision, mission, and values guide our library work:

VISION

We imagine a city that works for all, where libraries bring people together to experience hope and unlock new possibilities.

MISSION

We welcome all people to connect, learn, participate, and grow.

VALUES

- We believe in connection.
- We believe in innovation.
- We believe in resilience.
- We believe in the power of belonging.

To learn more about Saint Paul Public Library and the City of Saint Paul visit sppl.org/working-at-sppl/. We actively work to ensure that all people see themselves and our city's rich diversity reflected in our libraries.

