

Assistant Library Director Reclassification

By Library Director Anguiano



Assistant Library Director

Responsibilities:

- Assist in the preparation of the Library's annual budget.
- Ability to manage change positively and communicate those changes to limited-hour staff in actionable ways.
- Regular membership in ODIN user groups relevant to areas of assignment.
- Act as library liaison with ODIN and produce reports on upcoming system changes and ODIN recommendations.

Education and Experience:

- High School Diploma or General Equivalency Diploma (GED).
- Bachelor's degree; American Library Association accredited Master of Library Science preferred.
- Three to five years of progressively responsible library experience.

Grade 17 – Non-Exempt



- The reclassification of the Assistant Library Director Position aligns with the and was approved by City Commission with the 2025 budget.
- City Staff is recommending approval of the job description.

Thank you

