

TABLE OF ORGANIZATION — PROPOSED

Mead Public Library

City of Sheboygan

Library Board of Trustees

Library Director

1.0 FTE

**CITY DEPARTMENTS
PROVIDING SUPPORT SERVICES**

- Administration
- City Attorney's Office
- Facilities
- Finance
- Human Resources

ADMINISTRATION

Marketing Specialist	1.0
Admin. Assistant	1.0
IT Specialist	1.0
Headcount	3
Total FTE	3.0

Deputy Director

1.0 FTE

**CIRCULATION
SERVICES**

Circ. Supervisor	1.0
Assoc. Librarian	1.0
Library Asst.	5.0
Library Clerk	6.5
Lead Library Clerk	1.0
Headcount	20
Total FTE	14.5

**ADULT
SERVICES**

Librarian	4.0
Assoc. Librarian	2.0
Library Asst.	1.0
Headcount	7
Total FTE	7.0

**SECURITY
SERVICES**

Public Safety Spec.	1.0
Library Assistant/Security Monitor (vacant)	1.0
Headcount	2
Total FTE	2.0

**TECHNICAL
SERVICES**

Cataloger	2.0
Library Assistant - Technical Services	1.0
Library Asst.	0.5
Headcount	4
Total FTE	3.5

**YOUTH
SERVICES**

Youth Services Manager	1.0
Librarian	4.0
Assoc. Librarian	1.0
Library Asst.	1.0
Headcount	7
Total FTE	7.0

Organization summary

Team	Full-time		Part-time		Total	
	Count	FTE	Count	FTE	Count	FTE
Administration (incl. Director & Deputy Dir.)	5	5.0	—	—	5	5.0
Adult Services	7	7.0	—	—	7	7.0
Circulation Services	7	7.0	13	7.5	20	14.5
Security Services (1 vacancy)	2	2.0	—	—	2	2.0
Technical Services	3	3.0	1	0.5	4	3.5
Youth Services	7	7.0	—	—	7	7.0
Organization total	31	31.0	14	8.0	45	39.0

● FTE based on scheduled hours (80 hrs = 1.0 FTE, 40 hrs = 0.5 FTE).

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