Bartow County Library System
Library Director

The Bartow County Library System is located in Bartow County Georgia with library branches in Cartersville, Adairsville, and Euharlee serving a population of approximately 114,000. The Library Director, under the direction of the 7-member appointed Board of Trustees, is responsible for planning, administering and evaluating the various operations of the library system.

The library director develops positive team dynamics, engenders an environment of trust among library staff and Board of Trustees, cultivates increased awareness of library services in the community, expands library services based on community needs, updates and evolves library spaces, and has a strong customer service philosophy.

Bartow County is located in the rolling foothills of the beautiful Appalachian Mountains approximately 45 miles north of Atlanta and 65 miles south of Chattanooga, Tennessee along Interstate 75. Bartow County is home to a number of award-winning museums and historical landmarks, including the Etowah Indian Mounds, Tellus Science Museum, Booth Western Art Museum and Savoy Automobile Museum. In addition to exploring the history of Bartow County, one can enjoy beautiful Lake Allatoona and Red Top Mountain State Park, kayaking on the Etowah River or hiking on any of the county's beautiful nature trails. The community offers many opportunities to enjoy performing and visual arts.

Areas of Responsibilities
Acts as liaison to city and county governments, community organizations, Friends of the Bartow County Library and the Library Board of Trustees; attends all meetings of the Board of Trustees; recommends and enforces board policies; supervision and hiring of library personnel; financial administration and budget management; engages in community relations and cultural functions of the library; supervises library operations, programming, resources, services, needs, and collection management; oversees facilities maintenance; manages construction/renovation projects; recommends and administers personnel and library policies; prepares preliminary budget and directs expenditures of library funds; plans and administers staff development and training; evaluation and implementation of technology improvements; identifies and pursues grant opportunities; and stays apprised of library trends and relevant continuing education.

Qualifications
• An ALA accredited master’s degree in library science certified by the State of Georgia is required.
• Eight years of library experience preferred with a minimum of 3 years administrative experience and a thorough knowledge of the philosophy and techniques of all facets of public library service.
• Highly developed verbal and written communication skills, social skills, and adaptability.
• Ability to motivate, establish and maintain effective working relationships with associates, supervisors, volunteers, other community agencies, governmental bodies and the general public. A desire to meet and serve the public.

For more information, view the job description at https://bartowlibrary.org/jobs
The position of Library Director is a salaried, full-time position with salary commensurate to experience. Benefits include state health insurance, flexible insurance benefits, annual and sick leave, and participation in the Teacher’s Retirement System of Georgia.

Applications
Your application package must include:
1. Letter of intent which includes information about yourself and your qualifications.
2. Detailed resume.
3. Three professional references with contact information including phone numbers.
Submit your application package to job.bcls@gmail.com.
This position is open until filled. The desired start date is October 1, 2024.