

Job Posting Library Director – Bellaire Public Library:

Full time position. The Director is responsible for the operation and administration of all aspects of library services. The Director reports to and is subject to the direction of the Library Board.

Applicants must have excellent written and oral communication skills; be proficient with Microsoft operating systems; and have or obtain library certification. Complete job description can be found at <http://www.bellairelibrary.org>. Qualifications: Bachelors degree and three or more years of library experience. Salary: \$34,000, commensurate with experience. Qualified candidates should submit a cover letter, resume, college transcript(s) and three professional references including those person's relationship to you and daytime phone number(s) by November 20, 2019 to the Bellaire Public Library, P.O. Box 477, Bellaire, MI, 49615, Attn: Board President or email to bellairelibrary@torchlake.com. No telephone calls please.