

**Job Posting**  
**Three Hills Library**

**Position:** Library Manager

**Application Deadline:** November 21, 2022

Three Hills Library is a vibrant part of the community offering a variety of programs for all ages. It has a long history of local support. The Three Hills Library board is searching for a dynamic, creative individual, who communicates well, and who enjoys working with a diverse group of people, whether staff, volunteers, or board members.

**Qualifications:**

Post-secondary education; MLIS preferred

Computer Literacy

Library experience preferred

Ability to supervise others

Marketing and/or public relations experience an asset

Responsibilities include shaping policy, hiring and managing staff, long term planning, developing collections, designing and facilitating programs, and creating a budget. Position requires 32 hours per week beginning Jan. 3, 2023. Starting wage for MLIS \$24.45/hour. Benefits included.

Please email resumes and/or questions to Bev McIver, Three Hills Library Board Chair, at [bev.mciver@gmail.com](mailto:bev.mciver@gmail.com).

We thank all applicants for their interest in this position and advise that only those applicants invited for an interview will be contacted.