

Department of Post-Secondary Education, Training and Labour
LIBRARY DIRECTOR
(Pay Band 5)
Open Competition
Campbellton

WHO WE ARE: The Campbellton Centennial Library is one of 63 public libraries that make up the New Brunswick Public Library Service. As the resource centre for the Chaleur Library Region, it serves the City of Campbellton and the surrounding area while providing support to the other libraries in the region and the rest of the library system. The library aims to be a place where people of all ages and backgrounds can gather while they pursue their educational, social, and recreational needs.

THE POSITION: As the Library Director, you will plan the development of the library through strategic and operational planning; manage the library in accordance with provincial and regional policies and procedures; oversee the recruitment, training, supervision, scheduling and evaluation of staff; promote the library and its services; participate in collection development; serve as secretary to the library board; manage the library board budget; work in conjunction with the board and the municipality to maintain the library facility; maintain positive relations with the community and with the staff of the library region; develop partnerships; and manage grants. In addition, you will take part in service and program delivery, along with other duties as assigned.

As Director of the resource centre for the region, you are a member of the Regional Management Team. In that role, you will be a key support in developing service in the region; recommending and implementing regional and provincial programs, priorities, policies, and guidelines; taking part in regional and provincial committees; leading special projects; and using your expertise to mentor and guide staff via the development of training and other activities as needed.

Working with us will require daytime, evening, and weekend shifts (based on work schedules). Some travel may also be required. Library work will involve lifting. Working in a large library, you will have full-time, part-time, and on-call employees, as well as volunteers reporting to you. You will report to the Regional Director.

TO BE SUCCESSFUL: We are looking for people with diverse backgrounds that include the following:

- **Behavioural Competencies:** Developing Others; Effective Interactive Communication; Organizational Commitment; Relationship/Network Building; Results Orientation; Strategic Thinking; Team Leadership
- **Technical Competencies:** Knowledge of Department's Fiscal Environment; Specialized Subject Matter Expertise and Knowledge.
- **Language:** Written and spoken competence in English and French is required. Please state your language capability.
- **Education:** Master's degree in Library and/or Information Studies from an ALA accredited program and a minimum of four (4) years of progressively responsible related experience including one (1) year of management experience in an environment involving responsibility for human and financial resources.

Experience working with library automated systems, email, the Internet, and MS-Word is necessary.



Please ensure that your preferred language for assessment (English or French) is identified on your resume. You must clearly demonstrate the essential qualifications to be given further consideration. Prior to appointment, you will be required to obtain a criminal record check for work with the vulnerable sector.

Resumes should be in chronological order specifying education and employment in months and years including part-time and full-time employment.

If we have difficulty recruiting for this position, you may be considered if you have less than four (4) years of experience at a salary commensurate with your experience.

SALARY: \$61,204 to \$85,514 per annum

HOW TO APPLY: We encourage applicants to apply on-line at [eRecruitment](#), indicating competition number: **22-6236-005**. This competition will remain opened until the position is filled and may be used to fill future vacancies at the same level.

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Thank you for applying. We will be contacting candidates who have been selected for further consideration.

EQUAL OPPORTUNITY EMPLOYER: We are an Equal Opportunity Employer. We are committed to building a workforce that reflects the diversity of our communities in which we live and serve. We encourage and support applications from Indigenous persons, persons with disabilities, and members of visible minority groups. Candidates registered with the [Equal Employment Opportunity Program](#) and veterans, who are among the most qualified, will be given preference at the time of selection.

Check out what it is like to work at the Government of New Brunswick, where we are working together as [One Team One GNB](#) to improve the lives of New Brunswickers every day!