

Neillsville Public Library Director Position Open

The Neillsville Public Library serves a population of approximately 7,000 which includes the City of Neillsville as well as the rural Neillsville School District. The 5,000 sq. ft. facility contains over 28,000 volumes. The library uses an automated circulation system for checking materials. The director will supervise four part-time assistant staff members. The library is open 44 hours per week. Salary is negotiable based on education and experience. Benefits, including vacation, health and dental insurance are also provided. Professional library experience preferred. Ability to use a library computer system along with a variety of other computer software programs is required. Must have, or be willing to obtain, a Grade III Public Library Certification. Here is the link to the Wis. DPI Certification website with the application, manual that list the requirements, etc., and FAQ: <https://dpi.wi.gov/pld/certification> An application and three letters of reference required. Applications can be located at <https://neillsville-wi.com/job-openings/>, picked up at Neillsville City Clerk's Office, or call 715-743-2105 to have an application mailed or faxed.

Deadline Date for Filling: December 2, 2019 @ 4:00 P.M. or until filled

Return Applications to:

Rex Roehl, Neillsville City Clerk, 118 W. 5th St., Neillsville, WI 54456, Or Fax to 715-743-2727