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**POSITION OPEN:** Head of Information & Adult Services

**DATE AVAILABLE:** Immediately

**SALARY RANGE:** $83,900 - $110,010

**CLASSIFICATION RANGE:** 8

The Ferguson Library in Stamford is looking for an energetic and enthusiastic individual to lead our Information & Adult Services team forward, using our Strategic Framework as a guide. The successful candidate will have a strong customer service orientation; knowledge of building relevant materials collections for public libraries that reflect the communities they serve; experience with developing and running a variety of programs, many in partnership with outside organizations; and the ability to manage and mentor a diverse staff.

The Ferguson Library is striving to be an anti-racist and equitable organization. Our staff are people with different strengths, experiences and backgrounds, who share a passion for improving people’s lives through education, resources and services. Diversity not only includes race and gender expression but also age, disability status, veteran status, sexual orientation, religious beliefs and many other parts of one’s identity. We are deliberate and self-reflective about the kind of culture and workplace we aspire to create.

**DUTIES INCLUDE:**

1. Set overall goals and objectives for the I&A Services Department and staff.
2. Collaborate with staff across the organization to develop and implement programs and services for the community that support the library’s mission and strategic plan.
3. Gather and analyze data about adult programs to evaluate their impact and efficacy.
4. Oversee and assist with collection development and the selection of digital resources; ensure collections are broad based, and representative of Stamford’s demographics; review purchase requests.
5. Monitor adult programming and materials budgets.
6. Assist in the selection of personnel; train staff; and supervise the operations of a major department of the library system.
7. Oversee Stamford’s Facing Racism dialogue series.
8. Serve as a mentor to I&A Services staff; conduct staff performance appraisals.
9. Other duties as assigned by the Director of Public Services.

**QUALIFICATIONS:**

1. A Master’s Degree in Library Science from an accredited college or university required.
2. Minimum of two year’s supervisory experience.
3. Excellent interpersonal, presentation and written communication skills.
4. Strong analytical and strategic planning skills.
5. Established track record in the development and execution of programs and events.
6. Knowledge of cultural competencies and demonstrated experience in Diversity, Equity and Inclusion initiatives.
7. Ability to manage and execute a variety of projects on time and within budget.

If interested in being considered for this position, please submit a resume and cover letter by email to [apply@fergusonlibrary.org](mailto:apply@fergusonlibrary.org). Please use the position title in the subject line. This position will remain open until filled.