

Assistant Director of Support Services**St. Tammany Parish Library****Salary: \$70,137.60 to \$91,520.00 per year plus benefits**

Posted: 04/08/19

Closing Date: 05/06/19

Description

The St. Tammany Parish Library System seeks a collaborative, resourceful, and community-minded librarian to serve as its Assistant Director of Support Services. Under the general supervision and direction of the Library Director, this position performs professional and administrative duties in planning, implementing, directing, and evaluating library support services. The Assistant Director of Support Services is the primary member of the management team which oversees library facilities, technical services, information technology services, public relations, adult services, teen services, children's services, and reference services.

The successful candidate will join a staff of 150 employees, all dedicated to serving the needs of St. Tammany Parish residents through its programs and twelve branch locations. The St. Tammany Parish Library serves a population of 233,000 and is supported by a 10.4 million dollar operating budget.

St. Tammany Parish is 45 minutes north of New Orleans, connected to the larger metropolitan area by the world-renowned Causeway and Interstate highways. It consists of charming and unique towns, a variety of smaller rural communities, and spreading landscapes of pines and hardwoods. The parish is one of the most affluent in Louisiana with an excellent public school system, and a citizenry active in community affairs. A full description of the job can be found at <https://www.sttammanylibrary.org/employment/>

Qualifications

- Masters Degree in Library Science from an ALA accredited program required.
- Minimum of five years of progressively responsible professional public library experience.
- Minimum of three years of management and/or administrative responsibility in a public library.
- Valid Louisiana driver's license.

To Apply

Please submit a completed application, cover letter and resume to 1112 W. 21st Avenue, Covington Louisiana 70433 Attention Kelly LaRocca by May 6th, 2019. An application can be found at <http://bit.ly/STPLApplication>

For additional information, please contact Kelly LaRocca at 985-871-1219 or email at Kelly@stpl.us. St. Tammany Parish Library is an Equal Opportunity Employer.