

## **POSITION ANNOUNCEMENT**

### **DIRECTOR OF THE NETWORK OF ALABAMA ACADEMIC LIBRARIES**

The Network of Alabama Academic Libraries and the Alabama Commission on Higher Education are seeking nominations and applications for the position of Director.

#### **RESPONSIBILITIES INCLUDE:**

- Provides vision and leadership to develop, coordinate, and advance the mission, strategic plan, and operations of the Network of Alabama Academic Libraries (NAAL). Works with the members of the Network to improve libraries and library services throughout the state.
- Communicates information about the Network mission, programs, and services to Network members, the Alabama Commission on Higher Education (ACHE), and to other audiences as appropriate, including the Alabama legislature, the library community, and the public.
- Represents the Network and maintains effective relations with ACHE, professional library and other associations, and other organizations as appropriate to advance Network objectives.
- Manages administrative activities including those relating to personnel, financial, and legal requirements for the NAAL office located within the Alabama Commission on Higher Education.
- Coordinates and oversees Network working groups including meetings of the members, regular meetings of NAAL committees and other meetings as needed to assure completion of program objectives.
- Participates in Network planning and operational activities to assure continuity and coherence of Network initiatives and to foster innovation in the delivery of information needed for instruction and research.
- Oversees Network expenditures in consultation with the NAAL Executive Council and ACHE staff to ensure operating and financial sustainability and cost effectiveness.
- Negotiates and manages vendor contracts and relationships including licensing agreements under the supporting an electronic content program, state-wide courier services for resource sharing, and other contracts as needed.
- In consultation with NAAL members, develops proposals and seeks external funding to advance Network initiatives.
- Performs and coordinates training activities, as needed.
- Communicates and reports to the Network's Executive Council on the progress of the responsibilities listed above.

#### **EDUCATION/KNOWLEDGE REQUIRED:**

- Master's degree from an ALA accredited library and information science program (earned doctorate preferred).
- Five (5) years of relevant professional academic library experience.
- Experience leading a library program in a complex, public-sector environment, with a demonstrated ability to motivate and manage a program under the guidance of a long-standing governing council.
- Strong long-range and strategic planning skills.
- Knowledge regarding familiarity with trends in Libraries and Higher Education.
- Working knowledge of library administration and operations including fiscal accounting and planning, library consortia and library/consortia management.
- Strong managerial, organizational, and problem-solving skills along with the ability to communicate effectively both orally and in writing.
- Knowledge of grant-writing and potential funding sources and the ability to manage grant-funded programs.
- Ability to maintain a strong customer service response to Network members and the higher education community in which the Network operates.
- Ability to work independently and with multiple individuals and organizations.
- Some travel required.

**SALARY:**

\$75,000 - \$90,000. Salary will be set commensurate with qualifications and experience.

**TO MAKE APPLICATION:**

Please submit electronic copies of (1) a cover letter, (2) a vita, (3) an ACHE Employment Application (see ACHE website at <http://www.ache.alabama.gov> / Employment Announcements and (4) a list of five professional references with contact information to: Tim Vick, Director of Operations and Fiscal Services, Alabama Commission on Higher Education at [tim.vick@ache.alabama.gov](mailto:tim.vick@ache.alabama.gov).

**PLEASE NOTE:**

- Priority application review will begin March 15, 2018 and continue until April 15, 2018. The position will remain open until filled.
- References will not be contacted prior to notifying the applicant.
- The successful candidate also will have to present proof of degree(s) prior to employment.

For additional information on NAAL visit <http://ache.alabama.gov/Content/Departments/NAAL/NAAL.aspx>

THE ALABAMA COMMISSION ON HIGHER EDUCATION IS AN EQUAL OPPORTUNITY EMPLOYER