

## **McIntosh Memorial Library Job Posting 9-26-2024**

### **Youth Services Director**

The McIntosh Memorial Library in Viroqua, Wisconsin is seeking a highly motivated individual to fill the full-time position of Youth Services Director. Under the guidance of the Library Director the person employed in the position will oversee the youth and teen areas.

Key responsibilities of the position include, but are not limited to:

- Manages all aspects of the day-to-day operations of the youth department.
- Serves as the library's primary resource on children, young adult, and teen literature by purchasing appropriate materials and managing the collections.
- Develops, markets, and executes a range of programs for patrons and their families ages birth to 18.
- Promotes library services and special events through community outreach and marketing efforts.

Qualifications include:

- A bachelor's degree in a field relevant to the work is required.
- Experience working with youth 0-18 and families is required.
- Experience in libraries is preferred
- Experience in staff supervision and training is preferred

The person employed in this position will be part of a three-member leadership team. The position requires the person to have a positive attitude, strong work ethic, exceptional communication skills and the ability to multi-task in a fast-paced work environment.

This is a full-time position with a starting wage of \$40,000 plus a fringe benefits package. The City of Viroqua is an equal opportunity employer.

Interested applicants should visit <https://mcintoshmemoriallibrary.org/employment/> to view the job description and application process. Please submit a cover letter, resume, and completed City of Viroqua job application to Library Director Trina Erickson at [t.erickson@wrlsweb.org](mailto:t.erickson@wrlsweb.org) Applications will be accepted until the position is filled.