

**Crandall Public Library
Notice of Anticipated Vacancy**

Assistant Library Director III/Head of Adult Services

The Crandall Public Library is seeking qualified candidates for the position of **Assistant Library Director III**. This position is almost entirely administrative and involves responsibility, under the general direction of the Library Director III, for assigned phases of library administration. Work is performed in accordance with prescribed policy with considerable leeway allowed for the exercise of independent judgment and initiative. Acts for the Library Director when delegated to do so. Supervision is exercised over the work and personnel of library functional units including Adult Services. Does related professional work as required.

MINIMUM QUALIFICATIONS:

- A. A Master's Degree in Librarianship (MLS) from a library school that is accredited by the American Library Association or recognized by the NYS Education Department, AND
- B. At least three years of full-time professional librarian work experience, 1 year of which must have included full-time, professional librarian supervisory work.

SPECIAL REQUIREMENT: Eligibility for a New York State public librarian's professional certificate at time of application; possession of certificate at time of appointment.

SALARY: \$65,000 (Full-time with benefits)

The position will be filled based upon Civil Service Requirements. A provisional appointment will be made with an exam to be held at a later date. Candidate must meet Civil Service requirements for employment following the establishment of the Eligible List.

Interested candidates may submit (either electronically or hard copy) a Warren County application, cover letter, resume and 3 references by Monday, July 29, 2019 to:

Kathleen U. Naftaly, Director
Crandall Public Library
251 Glen Street
Glens Falls, NY 12801
knaftaly@sals.edu

Applications are available at www.warrencountyny.gov/civilservice

Crandall Public Library & Warren County are Equal Opportunity/Affirmative Action Employers