



The Juneau Public Library in Juneau, Wisconsin, seeks a well-organized and energetic leader to direct the operation of the library. The library is part of the Monarch Library System which includes 32-member libraries (30 public, 1 academic, 1 bookmobile) in Dodge, Ozaukee, Sheboygan, and Washington Counties.

The library serves a community of just over 2,500 in southeast Wisconsin. Juneau is the county seat for Dodge County and the “Gateway to the Wild Goose Trail”, a 34-mile compacted limestone trail on an abandoned railroad grade which traverses oak woodlots, fertile farm fields, prairie remnants and sparkling streams as it runs through the rural country sides of Dodge and Fond du Lac Counties and skirts the western edge of the internationally known Horicon Marsh National Wildlife Refuge. Juneau is in the middle of everywhere and is about an hour drive from the metropolitan areas of Milwaukee (southeast), Madison (southwest), and Oshkosh (north). The Dodge School District serves the area with preK-12 public education and St. Johns Lutheran School serves students through grade 8.

Responsibilities: The Library Director reports to a 7-member Board of Trustees and is responsible for the overall management of the library. Essential duties include building and maintaining the library’s collection and programming, managing the library budget, supervising and scheduling the library staff, developing community partnerships, and promoting the library within the City of Juneau and the surrounding area.

Qualifications: Candidates must be eligible for Wisconsin Grade 3 certification. Two years of study at an accredited institution or equivalent, as demonstrated by prior work experience or documented accomplishments is required along with knowledge of current library practices, technology and trends. Prior supervisory experience is preferred but not required. The ideal candidate shall also possess strong computer and technology skills, excellent interpersonal skills, and the ability to develop and maintain effective working relationships with library staff, the Library Board, The City of Juneau, and community organizations.

Compensation: \$50,000 commensurate with education and experience. Excellent benefit package.

Closing Date for Applications: Applications will be accepted until the position is filled, but those received by Friday, May 10, will be given priority consideration. Please submit a cover letter and resume with three references to: mbuchda@cityofjuneauwi.gov or mail to City of Juneau, Attention: Megan Buchda, 405 Jewel Street, Juneau, WI, 53039.