



The Weston County Library, located in Weston County, Wyoming, serves as a vital hub for education, community engagement, and access to information. Situated in the town of Newcastle along with its branch library in Upton, the libraries offer a range of services and resources to residents and visitors alike. Its collection includes a diverse array of books, magazines, newspapers, audiobooks, and digital materials to cater to various interests and preferences. Additionally, the libraries provide computer and internet access, educational programs, workshops, and events for all ages, fostering a culture of lifelong learning and enrichment within its communities. With its welcoming atmosphere and dedicated staff, the libraries of Weston County play a crucial role in promoting literacy, supporting educational endeavors, and strengthening the social fabric of Weston County.

**Job Title: Library Director**

**Location:** Newcastle, Wyoming

**Overview:** The Library Director will lead the operations and strategic direction of the Weston County Library System, serving a population of less than 10,000 residents. This position requires a dynamic leader with a passion for libraries, a commitment to community engagement, and a vision for enhancing library services in a rural setting.

**Responsibilities:**

1. **Strategic Leadership:**
  - Develop and implement strategic plans to meet the evolving needs of the community and enhance library services.
  - Provide visionary leadership to guide the library in adapting to changes in technology, community demographics, and library trends.
2. **Operations Management:**
  - Oversee day-to-day library operations, including staffing, budgeting, and facilities management.
  - Ensure efficient and effective utilization of resources to maximize service delivery and patron satisfaction.

3. **Community Engagement:**

- Foster positive relationships with community stakeholders, including local government officials, schools, businesses, and community organizations.
- Collaborate with community partners to develop and promote library programs and services that address community needs and interests.

4. **Collection Development:**

- Curate and maintain a diverse collection of materials to meet the informational, educational, and recreational needs of library patrons.
- Stay abreast of emerging trends in library science and collection development to enhance the library's offerings.

5. **Technology Integration:**

- Evaluate and implement technology solutions to improve library operations and enhance patron access to digital resources and services.
- Provide training and support to library staff and patrons on the use of technology and digital resources.

6. **Staff Development:**

- Recruit, train, and supervise library staff and volunteers to ensure high-quality service delivery and professional development opportunities.
- Foster a positive and collaborative work environment that values diversity, equity, and inclusion.

**Qualifications:**

- A minimum of a bachelor's degree in library science or business administration is preferred.
- Strong leadership skills with the ability to inspire and motivate staff, volunteers, and community members.
- Excellent communication and interpersonal skills, with the ability to effectively engage with diverse audiences.
- Demonstrated knowledge of library operations, including budgeting, collection development, and technology integration.
- Commitment to promoting literacy, lifelong learning, and equitable access to information in rural communities.

**Salary and Benefits:** Salary for this exempt position will be commensurate with qualifications and experience. Benefits will include health insurance, retirement plan options, paid time off, and professional development opportunities.

The Weston County Library System is an equal opportunity employer and is committed to diversity, equity, and inclusion in all aspects of employment.

Applications may be submitted to [bmahoneyayres@westongov.com](mailto:bmahoneyayres@westongov.com) or to Brenda Mahoney-Ayres, 23 W. Main, Newcastle, WY 82701.