

The Pawlet Public Library Board of Trustees seeks a dynamic, community-minded leader to serve as its next part-time Library Director. As the heart of the community, the library serves as a cultural and informational hub for residents of Pawlet and surrounding towns. We seek a library director who will unite the community by bridging diverse needs and interests, ensuring the library serves as a vibrant resource through programming, shared materials, and meaningful experiences. The ideal candidate will combine strategic vision and professional management with a dedication to fostering curiosity, supporting lifelong learning, and creating engaging opportunities for all generations.

Primary responsibilities:

Develop creative programming that engages all ages

Manage the budget and oversee the day-to-day operations of the library; including scheduling and supervision of staff and volunteers

Collaborate with the Board of Trustees and assist with policy development

Seek and secure grants for programming and capital projects; support the Board's fundraising efforts

Expand and strengthen the library's volunteer program

Develop and maintain the library's collections

Our ideal candidate will be an excellent verbal and written communicator who is self-motivated and able to design and implement programs and events that enrich and strengthen our community. A Master's degree in Library Science is preferred. Candidates without an MLS must be willing to complete the Certificate of Public Librarianship program offered by the Vermont Department of Libraries within five years of hire.

This part-time position is 29 hours per week and includes PTO, select holidays, and the option of participating in a retirement plan after one year. The rate of pay is \$27 per hour.

Please send a letter of interest, resume, & contact information for three references to crail.pawletpl@gmail.com or by mail to Pawlet Public Library – Director Search, P.O. Box 98, Pawlet, VT 05761. Applications received before March 17, 2026 will be given full consideration. We will be interviewing through March and April and hope to welcome our new team member as soon as possible following the interview process.