

## **Branch Manager Woodlawn Public Library**

**Exciting & Diverse Role**

**Inspire Branch Innovation**

**Key Community Partner**

**Halifax Public Libraries** is seeking an experienced and dynamic leader for the role of Branch Manager at our Woodlawn Public Library, 31 Eisener Blvd., Dartmouth NS.

### **Who We Are**

The award winning Halifax Public Libraries is a leader in connecting people, enriching communities and inspiring discovery. Comprised of 14 branch libraries, we serve the 400,000 citizens of Halifax with our collection of 1 million items and a wide range of programming. Halifax Public Libraries blends the best of traditional library services with innovative programs, spaces and technologies, attracting more than 2.8 million in-person visits last year. In the fall of 2014, we opened the iconic Halifax Central Library, which now serves as a vibrant community hub to thousands of people each day. Since its opening, Central Library has been a source of local pride and international attention.

### **The Opportunity**

Reporting to the Director, Public Service, you will be responsible to engage your branch team to achieve service excellence and innovation. Your strategic vision and leadership will inspire excellence on the part of staff and ensure the efficient and effective operation of Woodlawn Public Library. You will foster strong community partnerships and relationships and oversee outstanding programming at Woodlawn Public Library. Your key focus areas will include community-led service planning and delivery, promotion of library services, partnership development, operational excellence and team coaching. As a member of Management Team, you will help set the overall direction for Library service and policy development.

### **The Ideal Candidate**

As the ideal candidate you possess a Master's Degree in Library and Information Studies with four (4) years of professional library experience with a minimum of one (1) year supervisory experience. You have strong communication skills, combined with demonstrated leadership ability. You have extensive experience working in diverse communities and establishing key partnerships within the community. You have an understanding of emerging issues and trends driving public library service delivery and a proven ability to apply this knowledge in innovative ways. You will also be a motivated individual who is seeking a scope of work which is varied and consultative to enable you to reach your full potential in an organization where you are valued and can truly make difference.

### **Compensation & Benefits**

An attractive and competitive remuneration package will be offered including a salary commensurate with qualifications and experience at the Manager 4 classification level, flex benefits, pension plan, generous vacation and leave provisions.

### **Halifax, Nova Scotia**

Located in the heart of Atlantic Canada, Halifax boasts all the amenities of a capital city while maintaining small city-life charm. Steeped with culture and heritage our communities are welcoming and rich with diversity. Known for its breathtaking beauty, maritime hospitality and affordable living, Halifax is the perfect setting to live, work and play.

### **How to Apply**

To explore this unique opportunity and advance your career, send your resume and cover letter (quoting the competition number) by **Sunday, May 15, 2016** to:

Ms. Lee Outerbridge  
Manager, Human Resources  
Halifax Public Libraries  
60 Alderney Drive  
Dartmouth, Nova Scotia B2Y 4P8  
Fax: (902) 490-5850  
**E-mail:** [careers@halifaxpubliclibraries.ca](mailto:careers@halifaxpubliclibraries.ca)

All appointments are conditional upon an acceptable criminal record check including a vulnerable sector search. More information and the required forms will be provided at an interview and are available at all Halifax Public Libraries branches, including our website [www.halifaxpubliclibraries.ca](http://www.halifaxpubliclibraries.ca)

***Halifax Public Libraries hires on the basis of merit and is committed to employment equity. We encourage all qualified persons to apply and self-identify.***

During the recruitment process, applicants have the right to request accommodation. Applicants invited to participate in an interview or other form of testing and who require accommodation, should discuss their needs when contacted for an interview and/or testing.

We thank you for your interest in employment with Halifax Public Libraries, however, only those candidates selected for an interview will be contacted.