



Adult Services Supervisor

Full-time/Exempt Position - 40 hours per week

Rocky River Public Library is seeking an Adult Services Supervisor. This leadership position requires strong organizational skills, the ability to work collaboratively with staff and other leadership positions, strong decision-making skills, and an excellent ability to communicate orally and in writing.

Responsible for effectively supporting the Adult Services Manager by scheduling departmental staff, overseeing large projects as directed by Adult Services Manager, and assisting the department manager as needed.

MLIS is required. 3-5 years of experience in a public library adult services department environment is *preferred*. Candidates should be good listeners and communicators, present an up-beat attitude, and place top priority on patron service.

Salary will be commensurate with experience up to \$61,561 annually. Generous vacation and sick time are offered with position, as well as medical and ancillary benefits, in addition to professional development.

Send cover letter and resume (email preferred) to:

jobs@rrpl.org

Sherry Shuster, HR Generalist
Rocky River Public Library
1600 Hampton Road Rocky River, OH 44116

DEADLINE: OPEN UNTIL FILLED

No phone calls, please.

RRPL is an EEOO