



**CAREER OPPORTUNITY
THE ALBERTA LIBRARY**

Created in 1997, **The Alberta Library (TAL)** has grown into an award-winning consortium of over 290 member libraries that work to promote barrier-free access to information, ideas and culture. Members include public, university, college, technical institute and special libraries.

Internationally recognized for collaboration and innovation, TAL provides and administers a variety of services, including the **Alberta Public Library Electronic Network [APLEN]** and is currently seeking to fill the vacant position of **Director, APLEN**.

APLEN supports Alberta public libraries in their provision of library services to the public by providing:

- Opportunities for collaboration, cooperation and innovation
- Coordination of the development and growth of an electronic library network in Alberta
- Opportunities for libraries to increase their capacity for electronic services to the public
- Promotion of electronic library services to the public
- Funding for pilot projects and research into emerging technology

APLEN is funded by Alberta Municipal Affairs and is governed by a Standing Committee, which is responsible for setting the vision and direction of the program in consultation with the public library community. The APLEN Director reports to the Chief Executive officer of TAL and oversees a staff of 3 full-time professional staff and project staff, as required.

What you'll need:

- A passion for public libraries and the role public libraries play in the community
- A proven record of excellence of at least five years' experience, preferably in a public library or consortium environment, including supervisory and management experience
- A bachelor level university degree and Master's level degree from an accredited library school program
- Demonstrated abilities to:
 - ❖ Plan and manage projects
 - ❖ Work both collaboratively and independently
 - ❖ Build consensus

- ❖ Develop effective working relationships with co-workers, TAL members, other stakeholders and funders
- Working knowledge of technology applications and network infrastructure
- Excellent verbal and written communications skills, including presentation skills
- Strong interpersonal, organizational, and analytical abilities
- Proven familiarity with networking policy and service potential and resource sharing in the public library environment
- Ability to adapt to a fast-paced and changing environment, including dealing with ambiguity and uncertainty
- Resourcefulness, flexibility and a sense of humour

What you'll be doing:

- Planning, implementing, evaluating the APLEN program
- Ensuring deliverables under the grant agreement with Alberta Municipal Affairs which will include working with the Public Library Services Branch in relation to provincial projects
- Coordinating grant disbursements, at the direction of the APLEN Standing Committee
- Overseeing the finances for APLEN, including developing budgets, monitoring and approving expenditures, forecasting, and reporting
- Developing, implementing, analyzing, and reporting appropriate accountability measures
- Supporting the APLEN Steering Committee
- Contributing to the management of TAL

What's in it for you?

- The opportunity to contribute to an award-winning consortium, help Alberta's library community find a better way of providing services, and grow professionally
- Annual salary range: \$85,000 to \$98,500
- Participation in the staff Group Benefits Plan and Retirement Savings Plan

How to apply:

A full job description is available at www.thealbertalibrary.ab.ca

Resumes, along with three references, should be sent to hr@thealbertalibrary.ab.ca by the end of business day on June 28, 2010.

Canadian citizens and permanent residents of Canada will be given priority. Applicants must be legally eligible to work in Canada.

We thank all who apply but only those selected for an interview will be contacted. Any personal information submitted will be managed in accordance with the Freedom of Information and Protection of Privacy Act and will be used only to determine eligibility for employment.