



THE TOWN OF CHAPEL HILL

Invites Your Interest in the Position of

DIRECTOR OF THE LIBRARY AND ARTS & CULTURE



The Town of Chapel Hill is seeking a mission-driven, values-based leader for the Chapel Hill Public Library, which includes the Town's division of Community Arts & Culture. The next **Director of the Library and Arts & Culture** will be a strategic, visionary professional who can skillfully engage the staff and community with a focus on equity.

The Town seeks an authentic, community-focused professional who:

- Is passionate about Chapel Hill Public Library's (CHPL) [mission](#) of Sparking Curiosity, Inspiring Learning, Creating Connections and values of Opportunity, Hospitality and Stewardship.
- Is passionate about Community Arts & Culture's [mission](#) of Inspiring Creativity and Celebrating Community and values of Inclusion, Experience, and Understanding.
- Has significant experience leading an engaged team, managing relationships with multiple stakeholder groups, and interacting with a community that loves the library, arts, and events.
- Has experience leading strategic planning initiatives and effectively advocating for resources to advance that strategic vision.
- Demonstrates effective communication and change management skills - who also has a sense of humor and remains calm in the face of challenges.
- Stays up-to-date with national trends in public libraries, community arts & events, and cultural resources, especially in the areas of user experience and DEI initiatives.

The next Director of the Library and Arts & Culture should lead with a DEI lens and sincerely enjoy building sustainable connections with all members of the community.



About the Organization:

The Town operates under a Council-Manager form of government, with the Town Manager reporting to the Mayor and eight at-large Council members. The Town has an approved [\\$150 million budget](#) for FY 23 – 24 with 715 benefitted full-time positions and 200 non-benefitted positions.

The Town's strategic focus areas include Environmental Stewardship, Economic and Financial Stewardship, Affordable Housing, Connected Community, Healthy and Inclusive Community, Safe Community, and Employee Recruitment and Retention.

The Town's mission is *Learning, Serving, and Working Together to Build a Community Where People Thrive*. The Town's RESPECT [values](#) (*Responsibility, Equity, Safety, Professionalism, Ethics, Communication, and Teamwork*) are a compass for accomplishing that mission.

Find more information about the Town [here](#).



About the Chapel Hill Public Library and Community Arts & Culture:

CHPL is a 64,000 square foot municipal public library situated within a 34-acre public park. The facility underwent a \$14 million renovation and expansion in 2013 that added meeting rooms and expanded all areas of the building. In addition to the usual slate of public library programs and services, CHPL has several strategic programs of service, including community history and environmental education. Recognized locally and regionally for its focus on user experience and its commitment to diversity, equity, inclusion,

and accessibility, the library was a finalist for the IMLS National Medal in 2022.

The Library welcomes approximately 1,500 visitors daily and circulates over 1,400,000 items annually.

The Library is supported by three stakeholder groups – the Library Advisory Board, the Friends of the Library, and the Library Foundation.

The Board advises the Town Council on policy matters related to the Library, while the Friends and Foundation raise additional funds to supplement the Library's collections, programs, and services.

Community Arts & Culture was formed in 2017 to advance Town Council and community interests in creating a more vibrant and inclusive community through public art, special events, and arts programming. The four-person division collaborates with a variety of internal and external partners to produce the Town's major events including parades, art markets, and concerts, as well as a growing collection of public art, including various mural programs. The division also coordinates the Town's Poet Laureate program and a new arts award program for area non-profits. The Community Arts & Culture Advisory Board advises Council on matters related to the arts and its members serve on public arts selection committees.



Community Arts & Culture was formed in 2017 to create a more vibrant and inclusive community through events such as the annual Juneteenth celebration (above) and the Holiday Parade, a safe, entertaining, and inclusive community parade to celebrate the winter holiday season (left).

About the Position:

The **Director of Library and Arts & Culture** will lead a highly regarded public library through its next season of growth and continue to grow its Community Arts & Culture division. Building upon past successes, the Director will continue to nurture the department's efforts to broaden its outreach and explore additional ways to welcome and serve all individuals within the community.

Reporting to the Deputy Town Manager, the next **Director** will lead the department's team of 55 staff members (33.5 FTEs plus part-time, seasonal support staff). The Director is responsible for a departmental budget of over \$4.6 million.

Key Priorities:

- Evaluate Library and Community Arts & Culture operations, programs, and structure through a DEI lens and advocate for necessary changes.
- Navigate staffing challenges, including working collaboratively on career progression, sustainable workloads, and competitive pay.
- Creatively and intentionally build unity and morale within the library's highly skilled, educated staff.
- Nurture and support the Community Arts & Culture team with a focus on staff development and capacity building.
- In close collaboration with key stakeholders, staff, and community members, develop strategic plans for Library and Community Arts & Culture infrastructure, resources, and programs.
- Facilitate opportunities to improve collaboration among departments and staff, both within Library and Community Arts & Culture functions and with other Town departments.
- Serve on or lead Town-wide initiatives as directed by the Manager. Collaborate with other senior Town managers on cross-departmental projects, planning, and budgeting.



One of the key responsibilities of the next Director of Library and Arts & Culture will be to work with a highly skilled staff to develop free programs benefiting community residents of all ages, such as summer reading programs for kids, teens and adults (left) and the Chapel Hill Peoples Academy (right), which allows participants to learn about the Town, connect with Town leadership and engage with others on community issues.

Qualifications:

The following **are required**:

- A Master of Library Science (from an American Library Association accredited institution), Public Administration, or a related field.
- Public Library certification (or ability to secure N.C. Public Librarian Certification within 18 months).
- Significant experience in a library serving populations of 60,000 or more, with an organizational focus on diverse public and cultural programs.
- Work history across library service divisions with five (5) or more years of successful and progressive levels of responsibility in Library administration.
- Work history demonstrating ability to advance a more vibrant and inclusive community through arts and events.

The Successful Candidate Is:

- an empowering leader equally dedicated to building a cohesive team as well as the development of individual employees;
- a skilled collaborator who builds and sustains partnerships with multiple stakeholder groups;
- a principled leader who values accountability while holding realistic and fair expectations of self and others;
- an excellent and effective communicator, including one-on-one, small groups, and public speaking, who confidently and persuasively engages residents, community groups, staff, and Town leaders;
- an innovative and creative problem solver with a track record of navigating challenges proactively;
- creative in using space and resources to maximize use and engagement with the public;
- a lifelong learner who maintains knowledge of trends and initiatives regionally and nationally;
- an experienced financial manager who can creatively manage limited resources; and,
- an experienced strategic thinker who can facilitate the development of a clear vision for the Library and Community Arts & Culture.

Animal sculptures greet (and delight) visitors to the Chapel Hill Public Library.

Salary and Benefits:

The **hiring range** for this position is **\$140,000.00 - \$170,000.00**. Compensation is negotiable based on experience and qualifications. View the Town's excellent benefits package [here](#).

About the Community:

The Town of Chapel Hill, founded in 1819 and chartered in 1851, was named for the Church of England New Hope Chapel, which once stood atop the hill's crossroads. This thriving, multicultural university community has a population of over 60,000 and frequently appears in national "best place to live" listings. As home to the nation's first public institution of higher learning and a lively and successful Tar Heel sports program, Chapel Hill is a picturesque community of 21 square miles filled with trees, historic and mid-century architecture, and a thriving downtown.

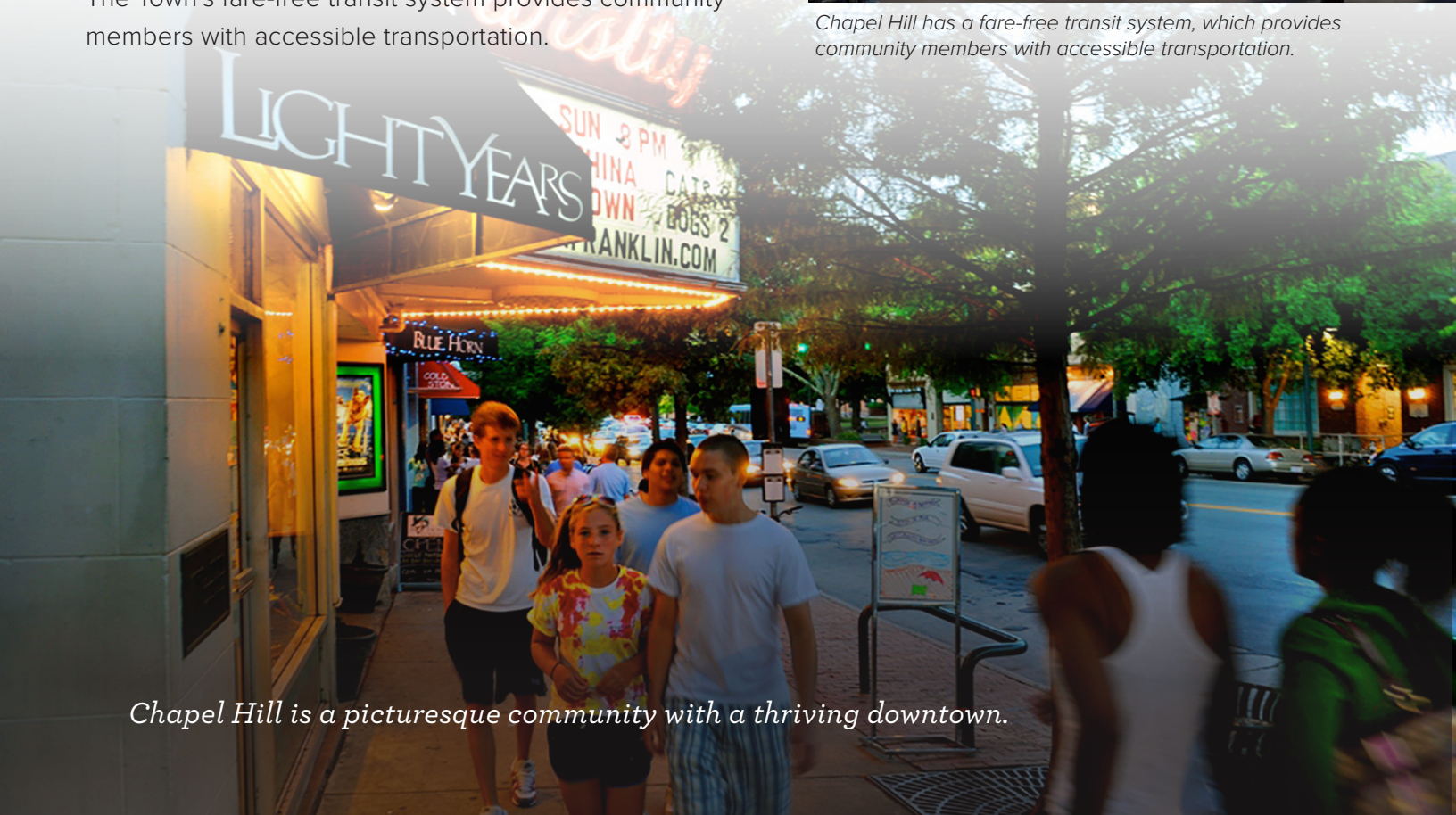
Chapel Hill is a recognized pioneer in education, research, and innovation – a place where ideas are born. Home to brilliant minds, award-winning restaurants, innovative businesses, highly rated public schools, museums, galleries, festivals, and athletic events, and a vibrant music and performing arts scene, community members and visitors have abundant opportunities in this creative town. The Town's fare-free transit system provides community members with accessible transportation.



The Town of Chapel Hill is filled with historic architecture, such as the Horace-Williams house, built in 1854 and today, providing meeting and event space, art exhibitions, and public education programs.



Chapel Hill has a fare-free transit system, which provides community members with accessible transportation.



Chapel Hill is a picturesque community with a thriving downtown.

Chapel Hill community members enjoy ...



dazzling gardens ...



greenways, trails and more than 700 acres of parks and open space ...



pedestrian-friendly neighborhoods ...



and close proximity to Research Triangle Park and Raleigh-Durham International Airport.

Town community members passionate about supporting the Tar Heels and showcasing their Carolina Blue are equally passionate about equity and inclusion, environmental sustainability, and community character. Our community enjoys pedestrian-friendly neighborhoods, greenways, trails, and over 700 acres of parks and open space. Lovely in springtime with woodland wildflowers, greenways, trails, and dazzling gardens with azaleas blooming in multicolor, Chapel Hill has a thing for nature.

Located in the beautiful Piedmont region of central North Carolina, Chapel Hill sits within a few hours of the coast and the beautiful Blue Ridge Mountains and is less than a 30-minute drive from Research Triangle Park and the RDU International Airport. Our major employers are the University of North Carolina at Chapel Hill, UNC Health Care, Chapel Hill/Carrboro City Schools, and Blue Cross/Blue Shield of N.C. These thriving institutions help sustain a stable employment base consistently above state and national benchmarks. Our emerging entrepreneurial community is led by LaUNCH, an internationally recognized business accelerator program and collaborative venture of the Town, Orange County, and the University. Demographically, the racial composition of Chapel Hill in the 2020 census was 71% white, 14% Asian, and 10% black. About 7% of the population was Hispanic or Latino of any race.



Chapel Hill's emerging entrepreneurial community is led by LaUNCH, an internationally recognized business accelerator program and collaborative venture of the Town, Orange County and UNC-CH.

To Apply:

Please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Director of the Library and Arts & Culture – Town of Chapel Hill, NC title**. ***Please note the following:***

- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the Town's employment application portal or any other external website.
- Resumes and cover letters must be uploaded with the application.
- Applicants should apply by **February 2, 2024**.
- The hiring team will invite successful semi-finalists to participate in virtual interviews and skill evaluation on **March 5 - 6, 2024**. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- Direct *inquiries* to hireing@developmentalassociates.com.

The Town of Chapel Hill is an Equal Opportunity Employer.



Chapel Hill's Festifall is a popular, three-event arts festival held annually in October along Franklin Street. The street market features artisan vendors, performances, music and more and is a must-do event for community members and visitors alike!



Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, select "Client Openings," and scroll down to "Important Information for Applicants."