

STATE LIBRARIAN / EXECUTIVE DIRECTOR



State Library
of Ohio



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**Organizational
Architecture**

Search services provided by:

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THE OPPORTUNITY

The **State Library of Ohio** is seeking a visionary leader as its next **State Librarian / Executive Director**.

The State Library of Ohio has retained Organizational Architecture, Inc. to assist with this search.

ABOUT THE LIBRARY

The State Library of Ohio is the state agency that serves state government, all types of libraries, and the residents of Ohio.

The vision of the State Library of Ohio is a **Smarter Ohio** where Ohioans of all ages access the necessary resources to be engaged residents, excel at their jobs, participate in the workforce, expand their knowledge, and pursue their passions and interests.

Learn more [here](#).

THE STATE LIBRARY OF OHIO AT-A-GLANCE

Mission	The State Library of Ohio inspires and supports literacy and lifelong learning for all Ohioans through access to information, strengthening of communities, and support of exceptional library services.
Budget	The State Library fiscal year runs from July 1 to June 30 of each year. As of June 30, 2023, total income from pass-through and State Library allocated funds was \$26,609,900, and total State Library and pass-through fund expenditures for the same period were \$24,006,033.
Locations	<p>The State Library's primary location is in the former Jeffrey Mining Manufacturing building in Italian Village within the Short North area of Columbus.</p> <p>SEO [Serving Every Ohioan] Service Center is a branch of the State Library located in Caldwell, 100 miles southeast of Columbus. SEO supports a consortium of 99 library systems at 285 service points throughout 50 counties across Ohio using the OPLIN network.</p>
OPLIN	The Ohio Public Library Information Network [OPLIN] is an independent state agency within the State Library of Ohio. OPLIN provides broadband internet connections and related information services to Ohio public libraries. OPLIN has its own governing board, appointed by the State Library Board, and receives all fiscal and employee services from the State Library.
Staff size	The State Librarian oversees nine direct reports. The total staff of The State Library including SEO is 44. There are six staff at OPLIN.
Community	<p>Columbus, Ohio's state capital is located in central Ohio. With a 2020 census population of 905,748, it is the 14th-most populous city in the U.S., and the second-most populous city in the Midwest after only Chicago.</p> <p>New residents will find a diverse and welcoming community supporting libraries, art, music, museums, theater, shopping, and entertainment. Sports enthusiasts will find numerous opportunities to cheer on professional hockey, soccer, and baseball teams as well as The Ohio State Buckeyes.</p>
Populations Served	The State Library was one of the first state agencies created, established in 1817, to serve the information and research needs of state government. Today, the agency serves all types of libraries, state government, and residents throughout Ohio.

THE ROLE

State Librarian / Executive Director



SUMMARY

The State Librarian serves as the Executive Director for the State Library of Ohio and provides visionary leadership for statewide library services.

The State Librarian is responsible for administering all aspects of the State Library's staff, facilities, and programs.

Primary duties include library advocacy, networking, budgeting, fiscal and strategic planning, legislative advocacy, marketing/public relations, human resources, workforce planning, policy/procedure development, and other related functions.

In this role, the State Librarian also develops strong relationships and collaborates closely with a variety of state departments and agencies, as well as with national and regional library organizations, to continue Ohio's reputation of leading trends and innovation in library service.

RESPONSIBILITIES AND EXPECTATIONS

Leadership and Advocacy

- Provide leadership and articulate a vision for statewide library services.
- Act as an advocate for Ohio's library community.
- Provide leadership in networking of the library community.
- Represent the State Library at relevant local, state, regional, and federal levels through conferences and meetings.
- Act as liaison for the State of Ohio concerning library issues.

Executive Management

- Serve as the executive director for the State Library of Ohio.
- Serve as the appointing authority [e.g., formulate policy, hire, direct, assign, supervise, delegate, and/or remove staff] in accordance with state and federal regulations and adopted HR policies.
- Serve as the Secretary to the State Library Board.
- Plan all regular Board meetings and retreats, ensure timely communication between meetings, and provide reports and updates.
- Perform other executive level duties as assigned by the State Library Board.
- Recommend to the State Library Board the boundaries for public library service areas.

Program Administration and Development

- Administer Ohio's library development program.
- Administer library programs [e.g., State Documents Depository, Federal Regional Documents Depository, Research Services, Catalog Services, Library Development, Talking Book Program, etc.].

Strategic Planning and Budgeting

- Develop strategic long-range plans and biennial budgets.
- Receive and disburse funds.
- Provide testimony at state budget hearings which impact library funding.
- Work closely with legislators on funding issues and programming initiatives in accordance with Revised Code 3375.

Public Relations and Marketing

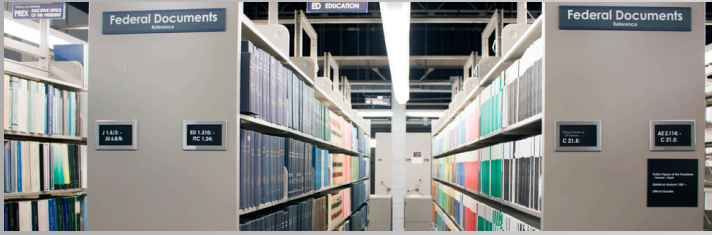
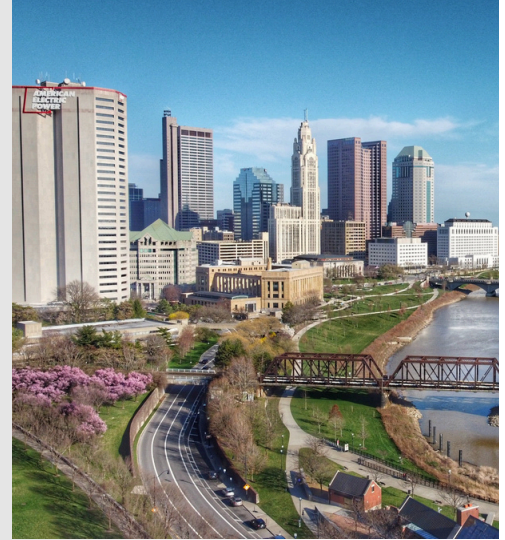
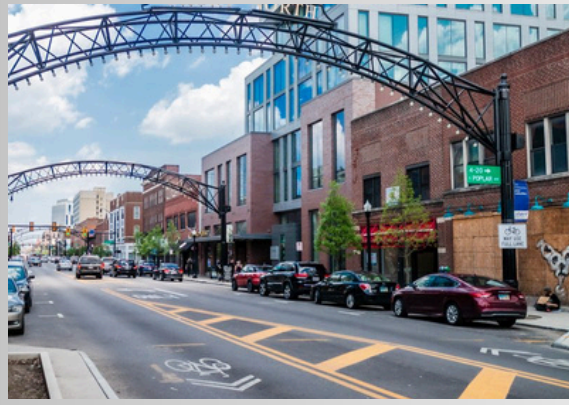
- Be responsible for public relations, publicity, and marketing the State Library of Ohio services and programs.
- Utilize digital online technologies to assist with reference services and resource sharing initiatives.



EDUCATION AND EXPERIENCE

The ideal applicant:

- Has earned a Master's degree in Library and Information Science from an American Library Association accredited library school
- Has ten years or more of progressive, professional library experience with at least five years of experience in library management [Prior executive-level administrative experience with a state library agency or multi-type regional library organization is a plus.]
- Is experienced with all or most aspects of executive-level administration and management including public speaking, board relations, strategic planning, fiscal management, human resources, collective bargaining, employee relations and development, advocacy, marketing and public relations, organizational development, change management, policy and procedure development, and customer service
- Has significant knowledge of all types of libraries and a thorough understanding of library services, operations, funding, and resources
- Has a strong orientation towards diversity and inclusion, with experience building effective, collaborative work teams and partnerships from diverse and distributed groups and individuals
- Has the ability to effectively manage multiple priorities and projects concurrently
- Is an effective change agent
- Has proven experience in expanding and growing organizations, their profiles, and services
- Has a valid driver's license and the ability to travel within the state [25%]



THE SUCCESSFUL CANDIDATE WILL POSSESS THESE QUALITIES

- Advocate
- Change driver
- Clear communicator
- Collaborative
- Compliance-focused
- Customer-focused
- Diplomatic
- Efficient manager
- Execution-oriented
- Financially savvy
- Innovative
- Leadership
- Mission-driven
- Organizationally aware
- Partnership builder
- Strategic thinker
- Equity, Diversity, and Inclusion
- Supports Intellectual Freedom



COMPENSATION AND BENEFITS

A generous compensation package includes competitive base pay with a pay range minimum of \$130,000; healthcare benefits including medical, dental, and vision; retirement benefits include participation in the Ohio Public Employees Retirement System public pension plan.



BENEFITS INCLUDE

- Paid vacation
- Paid holidays
- Sick leave
- Personal leave
- Life insurance
- Ohio Deferred Compensation plan
- A solid commitment to continued professional development

EEO STATEMENTS

Ohio is a disability inclusion state and strives to be a model employer of individuals with disabilities. The State of Ohio is committed to providing access, inclusion, and reasonable accommodation in its services, activities, programs, and employment opportunities in accordance with the Americans with Disabilities Act [ADA] and other applicable laws.

The State Library of Ohio is an Equal Opportunity Employer and does not discriminate against any other state employee or candidate for state employment on the basis of race, color, religion, gender, gender identity or expression, national origin [ancestry], military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation, as those terms are defined in Ohio law, federal law, and previous Executive Orders. When contacted for an interview, an applicant who requires special accommodations due to a disability should notify the office at that time so proper arrangements can be made for the interview.

BACKGROUND CHECK INFORMATION

All final applicants tentatively selected for this position may be required to submit to a urinalysis and successfully complete criminal and financial background checks.



INTERESTED? GET IN TOUCH

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