

POSITION VACANCY ANNOUNCEMENT

POSITION TITLE: Director of Library Services

LOCATION: Carthage, Texas

EMPLOYMENT TERM: Full-time, 12-month position

BEGINNING DATE: Negotiable

JOB DESCRIPTION: The Director of Library Services provides leadership, oversight, and coordination for the M.P. Baker Library financial, organizational development, facility, and administrative services. The director works closely with the Deans and Directors of the College and library staff to provide sound resources and services that align with College policies and procedures, advance library priorities, and create a positive work environment. Positive framework in carrying out the position's leadership, management and decision-making responsibilities. The full job description can be found at: <https://www.panola.edu/humanresources>

QUALIFICATIONS: Masters in Library Science from an ALA-accredited institution; minimum of three (3) years of full-time experience in an academic library; experience developing reports that effectively convey complex information; commitment to inclusive workplace practices; preferred undergraduate degree in education; preferred minimum of five (5) years of progressive responsibility in an academic library or academic environment including leadership experience with personnel, budgeting or organizational development; preferred supervisory experience of team members. A full list of qualifications and requirements are listed on the job description.

COMPENSATION: The salary offered will be commensurate with educational background and work experience.

CLOSING DATE: The position will remain open until the successful candidate is employed. Applications will be accepted through June 2, 2025. Position open until filled.

****Must pass a pre-employment criminal background check.****

APPLICATION PROCEDURE: Applicants should secure and submit an application with resume and official transcripts to:

Jeremy Dorman, Office of Human Resources
Panola College - 1109 W. Panola St - Carthage, Texas 75633
903.693.2021 Email: jdorman@panola.edu