

# DIRECTOR OF LIBRARY SERVICES







# THE OPPORTUNITY

Santa Cruz Public Libraries seeks a Director of Libraries to serve as head librarian for the Santa Cruz City/County Library system. The Santa Cruz Public Library System (SCPL) operates under a Joint Powers Agreement that includes the cities of Santa Cruz, Capitola, and Scotts Valley as well as the County of Santa Cruz. The Director of Libraries reports to the Governing Board, which is comprised of a representative from each city and the county. The Governing Board is advised by a Library Advisory Commission representing the diverse interests of the Library System.

Under the policy direction of the Governing Board, the Director of Libraries plans, organizes, and directs all activities of the SCPL, including developing and managing a proposed operating and capital budget and hiring and supervising SCPL employees.

The Director of Libraries also serves as a liaison to the Friends of the Santa Cruz Public Libraries and as staff to the Governing Board and the Library Advisory Commission.

# SANTA CRUZ PUBLIC LIBRARY SYSTEM

The Santa Cruz Public Library System (SCPL) transforms lives and strengthens communities through a network of 10 neighborhood library branches, a web-based digital library, a Bookmobile, and community-based programming. Branch locations include Aptos, Boulder Creek, Branciforte, Capitola, Downtown Santa Cruz, Felton, Garfield Park, La Selva Beach, Live Oak, and Scotts Valley.

## Measure S + Community Support = Great Libraries!

SCPL conducted a Facilities Master Plan study in 2013. Based on that study, voters overwhelmingly approved Measure S in June 2016, which provided \$67 million to build or remodel the ten branch libraries. Friends of the Library campaigns are raising additional funding to complete the work at all branches. Most of the renovations and rebuilds are complete or close to completion. This substantial community investment resulted in library spaces designed to be flexible enough to serve changing community needs for decades.

The last major library project is the Downtown Santa Cruz Library. The Santa Cruz Council approved a new Downtown Library & Affordable Housing project in March 2023, and the project is currently in design, with construction anticipated to commence in late 2024/early 2025. The Director is a key advocate to work closely with the community and project team to lead this modern and accessible library to its conclusion.

Mission

Inclusion, Connection, Collaboration

Our Vision

Empower people to transform their lives and strengthen communities

Values

Lifelong Learning  
Intellectual Freedom  
Social Responsibility  
Respectfulness  
Professional Competence

The SCPL is staffed by 112.83 FTEs, supported by a FY 2023-24 operating budget of \$19.9 million, and organized across several divisions:

- Administration
- Collection Management Services
- Library Information Technology
- Training
- Community Relations
- Library Branches
- Bookmobile Outreach

Strategic Goals for FY 2022-2025 include:

- Diversity, Equity, and Inclusion – Create an organizational culture of equity and inclusion and provide equitable and relevant services to all.
- Santa Cruz County Community – Create and support safe and friendly places. Foster inclusion. Support all members of society.
- Library Services – Curate a relevant and engaging collection of materials diverse in content and format to satisfy the community's reading, listening, viewing, and learning preferences and bridge the digital divide. Strengthen and support learning and measure the impact. Support and prepare staff to meet organizational needs and ensure excellent customer service.





## THE IDEAL CANDIDATE

The Santa Cruz Public Library (SCPL) System is seeking an experienced professional librarian and leader who is forward-thinking, engaged, and adept at planning and managing library operations under the general direction of a Governing Board. The ideal candidate will be a dynamic champion of libraries with exceptional communication and interpersonal skills and a demonstrated ability to foster a collaborative and inclusive staff culture. This will be complemented by strong administrative skills, experience developing and managing budgets, and outstanding fiscal acumen.

The candidate selected will be an accessible and approachable professional who personally connects with others and takes a genuine interest in staff. The team of dedicated and skilled SCPL employees will welcome a Director who cultivates a positive and inclusive work environment based on trust where employees are valued, recognized, and inspired to do their best work. This hands-on leader will proactively and transparently share information, address issues, and seek to understand and help resolve them. Ideal candidates will have experience managing in a union environment. This influential coach and mentor will also take pride in developing staff and encourage continuous professional growth.

The Director of Libraries is expected to be visible and active in the community; hence, a history of interacting with an engaged community will be considered favorably. An established record of collaboratively working with elected officials, library commission/board, library support groups, staff, labor unions, and

other key stakeholders will be expected. Guided by a passion for anticipating and responding to the interests of a diverse population, they will be proactive and diligent about monitoring the needs and desires of stakeholders. As a leader, the demonstrated ability to adeptly balance the internal and external demands of the position is necessary to succeed in this role.

This executive will have a strong history of establishing beneficial partnerships that add value to the community and advance the Library's goals. The ideal candidate will be a skilled written and verbal communicator with a reputation for active listening and responsiveness. They must also be comfortable interacting with and presenting before a wide variety of audiences to promote the Library's services and activities and fully leverage its resources.

A hands-on working manager, this respected professional will possess the unique ability to bring out the best in people, capitalizing on their strengths and ambitions to deliver innovative Library programs and services to a diverse community. The ideal candidate will have experience in strategic planning and developing and implementing a long-term vision for their team. In addition, they will display an exceptional customer orientation, treating every encounter as an opportunity to assist, inform, and engage in a manner that supports the values of SCPL. Experience working in a multi-branch library system is desired.

A Master's degree in Library Science or equivalent from an American Library Association accredited graduate program is preferred. At least three (3) years of executive management level experience is required.

## SANTA CRUZ COUNTY AND REGION

Santa Cruz County is a diverse community of 267,551 residents situated at the northern tip of Monterey Bay, approximately 65 miles south of San Francisco, 35 miles north of Monterey, and 35 miles southwest of Silicon Valley. Its natural beauty is present in the pristine beaches, lush redwood forests, and rich farmland. It has an ideal Mediterranean climate with low humidity and sunshine 300 days a year.

There are four incorporated cities in the County. The City of Santa Cruz is the largest, with a population of 61,950. Watsonville has a population of 52,067, Scotts Valley has 12,232, and Capitola has 9,846. The residents of Santa Cruz County are diverse, with different ethnicities, socioeconomic backgrounds, and life experiences represented.

Santa Cruz County is the Gateway to the Monterey Bay National Marine Sanctuary, has 29 miles of coastline, and includes numerous state parks and beaches. Its quaint shops and restaurants, coupled with a multitude of cultural and recreational activities, including sailing, fishing, golfing, surfing, kayaking, hiking, and biking, provide a wealth of leisure activities. The State of California owns and maintains 42,334 acres of parks in the coastal and mountainous areas of the County. The County of Santa Cruz maintains an additional 1,593 acres of parks, not including the numerous parks found within the cities. Cultural amenities include the Santa Cruz County Symphony, the Cabrillo Music Festival, Shakespeare Santa Cruz, the McPherson Museum of Art and History, the University of California Performing Arts Center, and the Henry J. Mello Performing Arts Center.

The County's strong local economy is anchored by technology, agriculture, and tourism, supplemented by an expanding green economy in response to climate change. The school system includes Cabrillo Community College and the University of California, Santa Cruz, one of the nation's best universities. Santa Cruz also hosts the Long Marine Laboratory, the Lick Observatory, the National Marine Fisheries Service, and the Monterey Bay National Marine Sanctuary Exploration Center.

The County is served by the San Jose International Airport, the San Francisco International Airport, Oakland International Airport, Monterey Peninsula Airport, and the Watsonville Municipal Airport.

For virtual tours and information on all the happenings in Santa Cruz County, check out <https://www.santacruz.org>.



# COMPENSATION & BENEFITS

The annual salary range is \$178,212 - \$227,352. Placement within the range will be DOQE. In addition to salary, Santa Cruz offers a competitive benefits package that includes, but is not limited to:

**Retirement:** California Public Employees Retirement System (PERS) Classic members 2% @ 60 formula (12% employee contribution). New to CalPERS 2% @ 62 (13.50% employee contribution).

**Medical Plan:** City pays up to 90% coverage depending on the chosen plan.

**Dental Plan:** City paid for employee and family.

**Vision Plan:** City paid for employee and family.

**Life Insurance:** Group term life insurance is provided (\$25,000 policy).

**Vacation:** Up to 20 days after six years of service (may be negotiated based on the candidate's current accrual rate and total years of service).

**Holidays:** 11 eight-hour holidays and two four-hour holiday days per year.

**Floating Holidays:** 24 hours per year.  
Sick Leave: 12 days per year.

**Management Leave:** 80 hours per year.

**Parking Allowance:** Parking pass + \$107 per month.

**Management Benefit:** \$1,300 - \$1500/year.

**Longevity Pay:** 2.5% of salary after 10 years of service.

## APPLICATION & SELECTION PROCESS

This recruitment will close on **Sunday, February 4, 2024**. To be considered for this opportunity, upload your cover letter, resume, and list of six professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com).

**TB & CO.**

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**TERI BLACK & COMPANY, LLC**

[www.tbcrecruiting.com](http://www.tbcrecruiting.com)

Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the consultants. Candidates deemed the best qualified will be invited to participate in panel interviews in early March. The top candidates may then be invited to participate in additional interviews and other selection activities. The Governing Board anticipates making an appointment shortly after completing extensive background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done in close coordination with the candidate impacted.



*City of Santa Cruz maintains and promotes a working environment free from discrimination and harassment; and provides all current and prospective employees with equal opportunity in employment regardless of race, creed, color, national origin, ancestry, religion, disability, medical condition, sex, gender, physical characteristics, marital status, age, sexual orientation, organizational affiliation, or veteran status.*

