Director of Libraries

COMPANY DESCRIPTION

Interlochen Center for the Arts is the recipient of the National Medal of Arts and the only organization in the world that brings together: a 2,500-student summer camp program; a 500-student fine arts boarding high school; opportunities for hundreds of adults to engage in fulfilling artistic and creative programs; two 24-hour listener-supported public radio stations (classical music and news); more than 600 arts presentations annually by students, faculty and world-renowned guest artists; a global alumni base spanning eight decades, including leaders in arts and all other endeavors. For information, visit Interlochen online at [www.interlochen.org](http://www.interlochen.org/" \t "_blank).

**Interlochen Center for the Art’s MISSION…**

To engage and inspire people worldwide through excellence in educational, artistic and cultural programs, enhancing the quality of life through the universal language of the arts.

***THE CORE PURPOSE***…

To ignite lifelong passion for the arts

**THE CORE VALUES**…

Nurturing, Inspiring,Transforming, Enlightening and Enduring

Interlochen Center for the Arts includes:

**Interlochen Arts Academy**

Interlochen Arts Academy, a fine arts boarding high school, offers the highest quality artistic training combined with comprehensive college-preparatory academics. The Academy also offers post-graduate opportunities.

**Interlochen Arts Camp**

Young artists from around the world gather at Interlochen each summer to learn, create and perform alongside leading artists and instructors. Programs are offered to students in grades three through twelve.

**Interlochen College of Creative Arts**

Adult artists thrive on opportunities to learn and express themselves creatively. The College of Creative Arts offers programs in a variety of arts disciplines.

**Interlochen Public Radio**

Classical Music: 88.7 FM, Interlochen; 88.5 FM, Mackinaw City; 94.7 FM, Traverse City and 100.9 FM, East Jordan/Charlevoix

News Radio: 91.5 FM, Traverse City; 90.1 FM, Harbor Springs/Petoskey; 89.7 FM, Manistee/Ludington

Streaming online at ipr.interlochen.org.  Through two listener-supported broadcast services, Interlochen Public Radio (IPR) connects northwest Michigan with arts, news and culture on a global scale. IPR also gives significant focus to local and regional news, information and artists.

**Interlochen Presents**

Interlochen brings dozens of world-renowned artists to northwest Michigan, enhancing the region’s position on the global arts map. Interlochen presents more than 600 events each year by students, faculty and guest artists, making Interlochen one of the nation’s largest arts presenters.

JOB DESCRIPTION

The Director of Libraries will make judgments concerning the overall direction and operation of the libraries. Decisions made which affect the direction of the archives are made as a team. The ability to collaborate and compromise is important in making these decisions.  The Director of Libraries is responsible for daily reference desk decisions including circulation matters with students, faculty, and staff. This position also requires decisions with grades/evaluation regarding staff, interns and Intermester.

The Bonisteel Library serves the many arts and academic programs at both Interlochen Arts Camp and Interlochen Arts Academy in a variety of ways.

The library staff

* builds meaningful relationships with faculty, staff and students.
* assists patrons in finding information.
* provides a collection that reflects and anticipates patrons' needs.
* creates a welcoming atmosphere.

This position works closely with its staff in order to provide these services to the ICA community.  The Director of Libraries also works with the Division Director team in order to help coordinate library efforts and expertise across the camp and academy curriculum.

QUALIFICATIONS

* Must possess an ALA-accredited MLS or MLIS
* An undergraduate degree in an arts and/or education related field is desirable
* Progressive managerial experience in a library
* Proficient in teaching and using library databases
* Understanding of current copyright standards
* Have experience in implementing best practices for library collections and services
* Knowledgeable in both the current and future trends and practices in libraries

ADDITIONAL INFORMATION

**Compensation and Benefits:**

A competitive salary and benefit package is being offered, commensurate with experience and qualifications.

**Application Process:**

**Required documents for application are: cover letter, resume and a current listing of three professional references.**  These documents should be uploaded into your application, under the additional documents section.  You can complete the online application by going to <https://www.smartrecruiters.com/InterlochenCenterForTheArts/74374120-director-of-libraries> and clicking the "I'm interested" green button.

If you are unable to upload the additional documents at time of application you can email them to [employment@interlochen.org,](mailto:employment@interlochen.org," \t "_blank) subject title: Director of Libraries.  Materials will only be accepted electronically.

Review of materials will commence December 15, 2013 and continue until the position has been filled. Materials submitted will be held in strictest confidence, and references will not be contacted without the permission of the applicant.