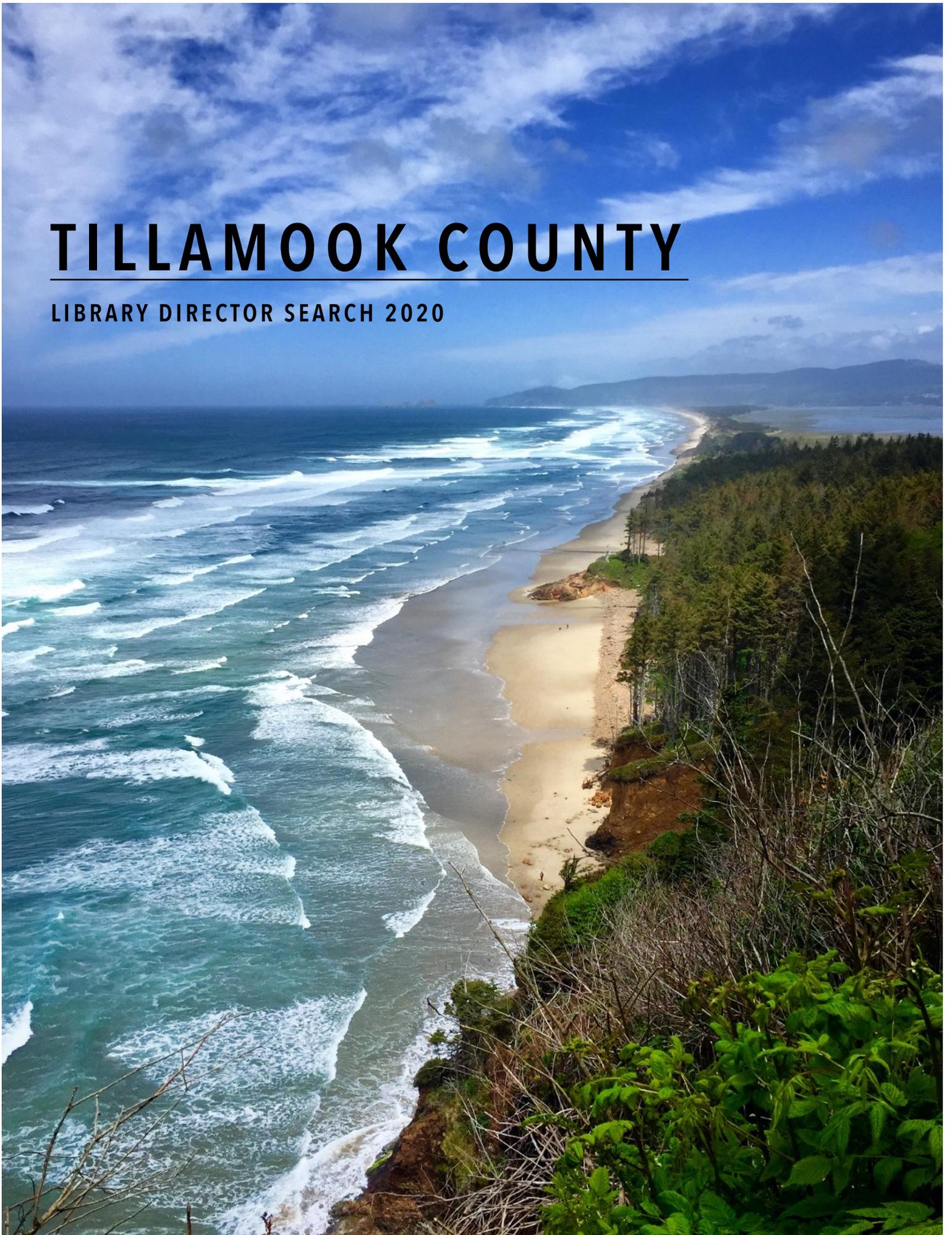


TILLAMOOK COUNTY

LIBRARY DIRECTOR SEARCH 2020



WORK & PLAY IN TILLAMOOK COUNTY



Tillamook County is home to spectacular natural attractions ranging from lush rain forests to rugged mountain splendor and wide ocean beaches. The County is full of beautiful views and places to explore, offering residents and the many visitors four adventure-filled seasons and endless experiences. Tillamook County is an excellent location for a talented library professional to live, work, and play in a community that takes pride in its natural beauty and quality of life.

Located on the coast of the Pacific Ocean in the northwestern corner of Oregon, Tillamook County covers 1,125 square miles and is home to more than 25,000 residents. Four bays, nine rivers, majestic forested mountains, and 75 miles of coastline provide an

abundance of recreational opportunities. Residents and visitors enjoy outdoor activities from kayaking, canoeing, rafting and fishing on the county's rivers to hiking and biking on an extensive network of trails. The area also boasts deep sea fishing, surfing, golfing, crabbing, and all the splendors of sandy ocean beaches. Visit the well-known Three Capes Scenic Loop or let someone else take the helm on the Oregon Coast Scenic Railway.

As the weather turns cool, indulge your senses exploring the scene at local art galleries, the Quilt and Textile Center, the Tillamook Association for the Performing Arts, and the Sitka Center for Art and Ecology. Live orchestra, comedy, and drama are all here, and when the performance is over, find

adventure and a gourmet dinner on the North Coast Food Trail where the meals are farm or boat to table.

The County is home to the world-famous Tillamook Cheese Factory, the county's largest business and private employer, and the dairy industry is a major player in the local economy. Dairy farms dominate the county's fertile valleys providing milk for the factory, while logging and lumbering became a significant force due to the reforestation of the "Tillamook Burn" area. Other major economic drivers include agriculture, fishing, tourism and recreation. The Tillamook Bay Community College provides both jobs and an opportunity for higher education at three locations in the county.



There are seven incorporated cities in the county, including Tillamook, the county seat. Among other county resources, it houses the courthouse, the Pioneer Museum, and the main library. Just outside the city is the Port of Tillamook Bay, an industrial park, and an Air Museum. Located only 75 miles to the east are all the cultural and entertainment amenities of Portland including Powell's book store.

Tillamook County is governed by a three-member Board of

Commissioners who are elected to four-year staggered terms. The Board represents concerns at the state and federal level in addition to conducting the legislative business of the county. In June 2019, it was announced that Tillamook County had been recognized with an achievement award from the National Association of Counties. More than 40 organizations worked collaboratively to improve community health and quality of life through the work of Tillamook County Wellness.

Operating on a 2019-2020 budget of \$93,605,660, the county has a workforce of approximately 275 employees in 26 departments. With a cost of living 10% below the national average, this stunning county on the north Oregon coast has something for everyone.

To learn more, please visit the following sites:

www.co.tillamook.or.us

[Wikipedia Article](#)

[City Data](#)

www.tillamookcoast.com



TILLAMOOK COUNTY LIBRARY

Tillamook County residents have every reason to be proud of their library system. In a county with a population just over 25,000, there are 6 branches, a bookmobile, and a 24/7 online virtual branch. It is touted as a fantastic community resource and community hub with knowledgeable staff and plenty of resources. In addition to the expected collections of books and magazines, movies and newspapers, audiobooks and eBooks, the library has movie streaming, meeting and study rooms and expert staff to assist customers. Databases help with languages and law, auto repair, genealogy -- a wide variety of topics of interest to the community. The main library houses the County's Law Library.

The Library hosts the Oceanbooks Network which provides an online catalog of the participating libraries. This enables residents to seamlessly select items from the Driftwood Public Library (Lincoln City, OR), the Newport Public Library, and any of the Tillamook County libraries and have those items delivered to the branch of their choice.

The Library offers so many interesting programs that it's impossible to identify just a few for special mention. Take a look at a few issues of TCL's quarterly newsletter and you'll see how diverse they are:

[Summer 2019 Newsletter](#)

[September 2019 Newsletter](#)

As described in the Futures Plan, "Through collaboration and partnerships, library funding has been leveraged to provide a great value for taxpayer dollars. One example of this is the funding structure of the Library. Friends of the Library organizations in Manzanita, Pacific City, and Rockaway share the cost of providing branches. In these locations, the Friends own and maintain the facilities while the County Library operates the branches with staff, collections, services, and programs. Likewise, Bay City and the City of Garibaldi graciously provide rooms in their city halls for these branches. This is an exceptional and successful public-private partnership that enables the library system to operate more cost-effectively than other library systems."



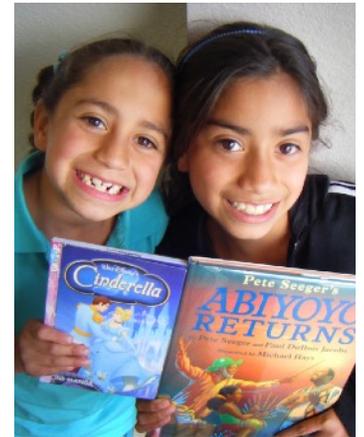
Local branch Friends groups work throughout the year holding book sales and using thrift shop proceeds to directly pay for local library building upkeep and programs. They are justifiably proud of their accomplishments and community residents benefit from their efforts. All of the Friends groups are essential partners in the Library's success.

Another valuable ally is the Library Foundation which supports the system through fundraising, volunteering, and running the Library Bookstore. Their current major project is to build a library park in Tillamook on land they have purchased and construction is underway.

The Library partners with many organizations throughout the year to accomplish its goals and make a better community for all. Schools, hospitals, social organizations, museums, farmers' markets and more all work with the library to support its wide variety of program offerings.

The current five-year library strategic plan, Futures Plan 2015-2020, which was written using data from a needs assessment and contributions from the staff, the Board and the community, will wrap up in 2020. The Library has begun to develop its next plan that will focus on its mission to empower residents and build a better community through learning, knowledge, and inspiration.

To learn more, please visit the library's website: www.tillabook.org



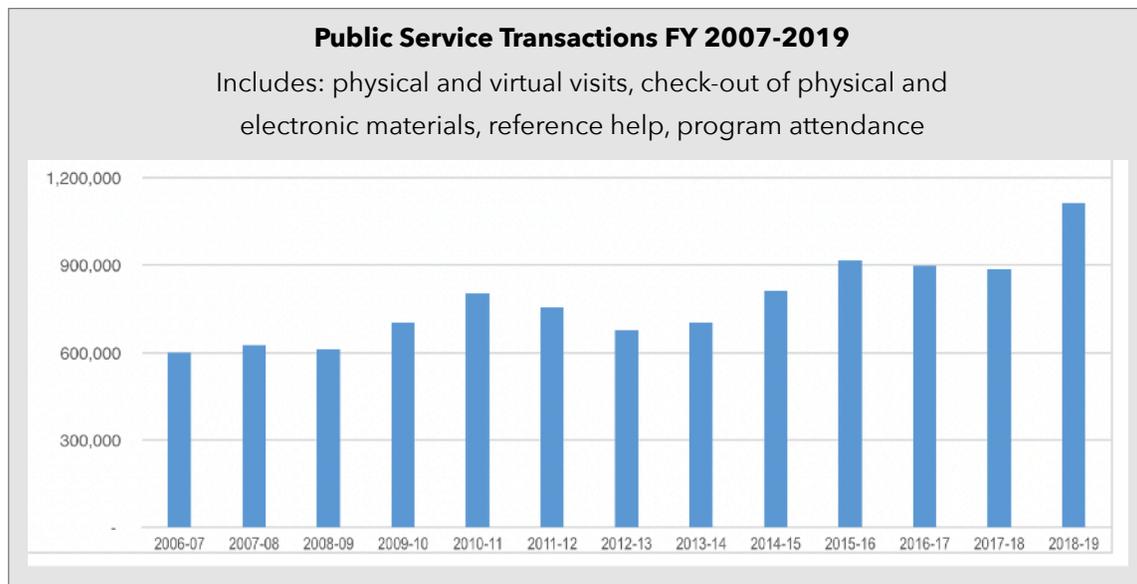
BY THE NUMBERS: FY19

Population served: 26,395
Facilities: Main library, 5 branches, bookmobile, 24/7 virtual branch
Operating budget: \$2,953,014
Staff: 27 employees; 24 FTE
Library materials budget: \$225,267
Collection size: 333,471 (physical and digital)
Circulation: 659,725
Library visits/attendance: 199,032
Registered borrowers: 23,340
Number of Programs/Events: 860 (children and adult)
Program attendance: 17,908
Number of SRP programs: 85 (children, teens, and adults)

GOVERNANCE

The Board of Commissioners is responsible for appointing seven members to serve on the Library Board. Board members are appointed for a four-year term and may serve for two consecutive full terms. One of the County Commissioners serves as liaison to the Board.

The Library Board acts as an advisory board to the Board of Commissioners and the Library Director. While the Library Board is responsible for the development of library policies and procedures, the Board of Commissioners is responsible for oversight of library finances, contracts, personnel etc. in accordance with County policies.



THE POSITION

The Director is responsible for the management of the Library in accordance with the policies established by the Library Board and the Board of Commissioners. She or he monitors and evaluates the progress of the Library toward meeting goals and makes adjustments in objectives, work plans, schedules, and resource commitments.

She or he also represents the Library to local governments, civic and community organizations, professional associations, and residents.

A copy of the job description can be found at www.junegarcia.com.

OPPORTUNITIES & CHALLENGES

- Communicate the importance and value of library service in the digital age and increase public awareness of services the library provides
- Support the efforts of local residents to secure needed funding through periodic levy elections
- Review and propose revisions to current library policies and procedures to ensure that they are consistent with quality customer service and effective management of library operations
- Establish and nurture partnerships with local organizations, businesses, and community stakeholders to create a more engaged community and make a positive impact on the lives of local residents
- Encourage and support staff in their efforts to develop new and innovative programs to serve local residents
- Provide vision and leadership for the development and implementation of the Library's 2020-2025 Strategic Plan
- Mentor and coach staff to prepare them to assume leadership positions
- Deploy technology that improves the customers' experiences

THE IDEAL CANDIDATE

A COMMUNITY BUILDER

- Works collaboratively with the Library Board, Board of Commissioners, library staff, the Friends, the Library Foundation, local government officials and key stakeholders to chart and execute the library's mission
- Communicates with community residents, library customers, and library staff with openness and responsiveness
- Has a high level of political astuteness in working with both elected and appointed officials at all levels of government and other key community stakeholders
- Is committed to equity, diversity, and inclusion
- Acts with a high level of integrity and develops relationships based on dependability and honesty
- Works successfully with local leaders in nonprofits, education, local elected officials and businesses.
- Demonstrates cultural competence and has a history of responsiveness to community residents, library users, and library staff
- Is customer service-oriented
- Is active in professional and civic organizations





A COMMUNICATOR

- Provides timely, accurate, and relevant information on critical issues to the Board of Commissioners, Library Board, library staff, colleagues, and the public
- Develops and communicates a shared vision of library services
- Serves as an effective, visible library spokesperson in the community
- Communicates openly, clearly, logically, and concisely
- Is an attentive and respectful listener
- Advocates passionately and effectively for the library, the services it provides, and the constituencies it serves
- Interacts effectively with the media and is an eloquent and visible voice for the library in the community
- Has a sense of humor

A RESPECTED ADMINISTRATOR

- Demonstrates both outstanding management skills and adept collaboration skills with the Board of Commissioners and the Library Board
- Makes wise, fair, and timely decisions based on solid facts
- Demonstrates a track record of effective fiscal management and budgetary planning
- Participates effectively in the library's private fundraising efforts
- Engages effectively with all staff and empowers them with the authority and resources to carry out their responsibilities
- Cultivates an atmosphere of attention to excellence, collegiality, and professional development
- Understands and consistently uses effective measurement and evaluation methods to improve library operations and services for the public
- Thinks strategically and makes sound decisions under pressure
- Is a creative problem-solver

AN INNOVATIVE AND VISIONARY LEADER

- Creates and nurtures an environment in which excellence and innovation thrive
- Develops and communicates a compelling vision of a modern public library, with services and programs responsive to community needs and interests
- Has a knowledge of current trends and best practices in libraries
- Continuously works to improve the customer experience by identifying and developing excellent staff and implementing new services and technology
- Has a proven track record of managing change and fostering continuous improvement including alternative service delivery initiatives
- Exhibits intellectual curiosity and demonstrates a commitment to personal lifelong learning



QUALIFICATIONS

Minimum qualifications include a Master's degree in Library Science plus five years of professional library experience including successful supervisory or managerial experience. Highly qualified candidates will have:

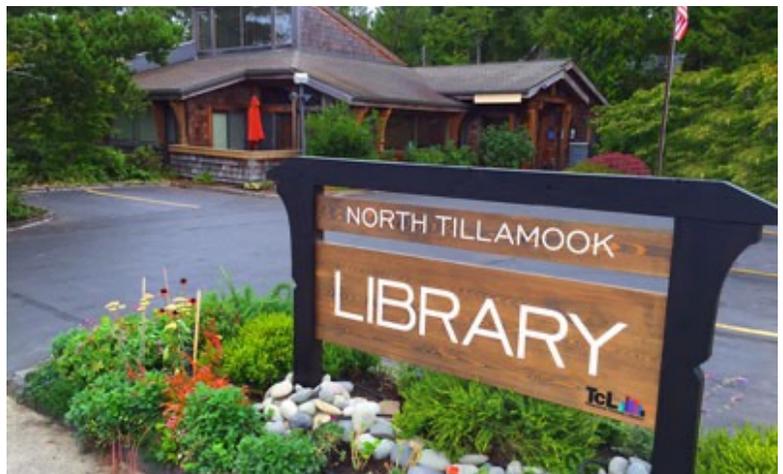
- Management experience in a public library system with multiple sites
- Successful experience with levy elections
- Experience providing library service to diverse communities, including rural populations



COMPENSATION & BENEFITS

The County will offer an attractive and competitive salary commensurate with the qualifications and experience of the selected candidate. The current salary range is \$77,316 - \$97,860. The County is undergoing a wage study that is expected to be completed later this year. In addition, a robust benefits package will be provided that includes medical, vision, and dental insurance. Generous vacation, sick leave, and administrative leave are also provided.

Additional information about benefits can be found at www.junegarcia.com.



SELECTION PROCESS & TIMELINE

The search process will be overseen by a three-member Search Committee of the Library Board with the assistance of June Garcia LLC.

The following timeline has been established:

Applications due: March 9, 2020

Semi-final interviews: March 19-20, 2020

Final interviews: April 16-17, 2020

The Search Committee will conduct the semi-final interviews via Skype or another similar technology. It is anticipated that each semi-final interview will last 45 minutes.

The final interview process will consist of a variety of activities held over two days. Interview related activities will include: tours of selected library facilities, meet and greet sessions with library staff and community stakeholders, and a formal interview by the Library Board and the County Board of Commissioners, who will make the final decision. All finalists will be onsite at the same time.

It is the intent of the Board of Trustees to keep the names of applicants confidential. The names of the finalists will be released one week before the final interviews.

HOW TO APPLY

To be considered for this exceptional opportunity, please forward electronically a letter of interest addressing how you are the ideal candidate, plus a résumé, and contact information for a minimum of three work-related references to June@JuneGarcia.com.

Applications received by **March 9, 2020** will receive first consideration, but the position is open until filled.

A background check will be completed on the preferred finalist. Prior authorization of the finalist will be obtained.

Inquiries are welcome. Please contact June Garcia at 303 522-2225 or June@JuneGarcia.com

