



Job Announcement

Argyle Public Library Director



401 Milwaukee Street, Argyle, WI 53504
608-543-3193 argylelibraryjob@gmail.com

The Argyle Public Library Board of Trustees is accepting applications for Library Director.

The library is part of the Southwest Wisconsin Library System (SWLS) and has a service population of around 2100 people.

Ideal candidates will enjoy developing new programs for area residents of all ages, training and managing staff and volunteers, and expanding our collection to meet community needs and interests. Additional responsibilities include long-range planning, developing library policies, writing annual reports, and advising the Library Board. **Computer and technology experience, strong interpersonal skills, and the ability to work independently are essential.**

Previous library experience is strongly preferred but not required. **The successful candidate must hold or be eligible for Grade III Wisconsin Public Library Certification.** The educational requirements for Grade III certification include: The successful completion of not fewer than 54 semester hours of college level work, at least half of which must be in the liberal arts and sciences. **Basic library management coursework which must be completed within the first year of employment.**

The position is for approximately **18-21 hours per week and is considered part-time.** The starting pay range for this position is **\$22-\$25 an hour** depending on experience and qualifications.

Some evening and weekend work is required.

To be considered for this position please forward your cover letter and resume to argylelibraryjob@gmail.com.

The Village of Argyle is an Equal Opportunity Employer.





Job Announcement

Argyle Public Library Substitute Library Assistant

401 Milwaukee Street, Argyle, WI 53504
608-543-3193 argylelibraryjob@gmail.com

The Argyle Public Library Board of Trustees is accepting applications for Substitute Library Assistant.

The Library is part of the Southwest Wisconsin Library System and has a service population of around 2100 people.

Ideal candidates will perform circulation tasks, assist with reference work, and help with technology support requests. This position is accountable to all applicable Library and Village policies and procedures.

Computer and technology experience, strong interpersonal skills, and the ability to work independently are desired.

**Previous library experience is preferred but not required.
The successful candidate will hold a high school diploma or equivalent.**

The position is for an undetermined and variable number of hours per week. The starting pay range for this position is **\$13 - \$15 an hour** depending on experience and qualifications.

Some evening and weekend work may be required.

To be considered for this position **please send your cover letter and resume to argylelibraryjob@gmail.com.**

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