



THE SAN FRANCISCO PUBLIC LIBRARY
*is seeking a creative, community-oriented
library professional to serve as the*

CHIEF OF COMMUNITY PROGRAMS AND PARTNERSHIPS



ABOUT THE CITY

SAN FRANCISCO is one of the most livable cities in America. Built on a 49 square-mile peninsula, its unique terrain is bordered on three sides by the ocean and the bay. Exquisitely restored Victorians and modern high-rises crest its seven major hills, and diverse lifestyles flourish side by side.

With a total population of more than 7.1 million people and an annual economy of some \$535 billion, the Bay Area, if it were an independent country, would rank as the world's 19th-largest economy. The region is expected to gain nearly 400,000 jobs in the next decade.

The San Francisco Bay Area is home to well-educated residents. Two-thirds of Bay Area residents have education and training beyond high school, and well above 40 percent have graduated from college and beyond. A full 19 percent of city residents hold graduate degrees, topping the rankings of major cities in the United States. More than 35 colleges and universities which include Stanford University, the Universities of California at Berkeley and San Francisco, San Francisco State, the University of San Francisco, and numerous local community colleges comprise the Bay Area's world-class educational and research facilities.

The National Research Council (NCR) rates UC Berkeley and Stanford University as the two top-ranked graduate schools in the country.



ABOUT THE LIBRARY

THE SAN FRANCISCO PUBLIC LIBRARY system includes the beautiful Main Library, a 375,000 square foot state-of-the art facility, 27 library branches located in every city neighborhood, and a mobile bookmobile unit providing outreach services to youth and seniors. The Library, with a collection of over 3 million items, serves more than 7 million visitors to its libraries and circulates nearly 11 million items each year. Recently, the Library has been engaged in the largest capital improvement program in its history, renovating 16 neighborhood libraries and building 8 new facilities. Coupled with resurgence in use and demand, technology innovation and community support, the library is positioned as one of the premier urban libraries in the nation. In 2010, the Library received recognition as a top innovator by the Urban Libraries Council and the Mayor's office for community service for its Green Stacks environmental initiative. In 2012, San Francisco's City Librarian was named national Library of the Year by *Library Journal* magazine.

The Main Library provides the major public library research collections for Northern California and has a number of specialized collections including San Francisco history, the Hormel Gay and Lesbian collection, and the Wallace Stegner Environmental collection. The branch collections reflect the demographic diversity of the neighborhoods served with special emphasis on children and youth interests, and international languages. Materials are provided in a variety of formats including a growing emphasis on digital services and e-resources. In addition to outstanding collections, service innovation through evolving technology and expert staff is a key priority for the Library.

The Library offers a wide variety of exhibits and programming for all ages. The Library is committed to serving all users and provides services to meet the needs of Library users who are blind and visually impaired, hearing-impaired, learning disabled, and new readers. The Library is dedicated to customer service initiatives and is committed to providing services that are convenient and easily accessible. The Library enjoys a strong partnership with the Friends of the San Francisco Public Library and services are enhanced by their generous support. The San Francisco community is an engaged community and provides a high level of support, both financial and political, for the Library.



CHIEF OF COMMUNITY PROGRAMS AND PARTNERSHIPS

THE SAN FRANCISCO PUBLIC LIBRARY is seeking a dynamic library leader that will help implement a vision to make SFPL a leading urban library in the nation. Under the direction of the City Librarian, the Chief of Community Programs and Partnerships serves as an integral part of the San Francisco Public Library Executive Team and will lead the Library's strategic priority of community engagement through innovative programs and partnerships. The Community Programs and Partnerships (CPP) Division is a new unit designed to oversee and coordinate diverse teams that focus on all aspects of youth engagement including early childhood services, teen services and services to schools. The Community Programs and Partnerships Chief is also responsible for leading teams that emphasize neighborhood services through community programs, outreach, and exhibitions. A new focus on instruction and learning, including innovative approaches to provide e-learning, instruction and trans-literacy services will be a key aspect in leading the division. The division also oversees the volunteer services unit that lends support to the wide array of programs and services by tapping the talent of community members.



The Chief of Community Programs and Partnerships oversees a wide range of teams to produce an array of services meeting the needs of 21st Century learners. The teams under the direction of the CPP Chief will challenge conventional approaches to library services by focusing on creative approaches to partnerships that leverage resources, talent and technology. The incumbent will take a lead role in establishing and sustaining strong relationships with government, education, corporate and non-profit entities in an effort to make the library a key partner in the civic life of San Francisco residents. Through these partnerships, the SFPL will serve a diverse and active community that will take full opportunity to access services and programs at all 28 neighborhood libraries and other agencies. The Chief will also partner with members of the Library's Executive Team to plan, design, implement and evaluate all aspects of programs and partnerships.

The Chief will formulate and assist in the development of division and departmental budget; direct and coordinate policy development; provide direction and leadership in developing a new systemwide public programming and outreach initiative; assess and respond to community needs; and perform other job related duties as assigned.

The SFPL is currently focusing on five strategic priorities—Literacy and Learning, A Digital Strategy, Youth Engagement, Strategic Partnerships and Diversity in Programs. Thus, the Chief of Community Programs and Partnerships will focus on working in a team environment to meet these priorities. As an integral member of the team, the Chief of CPP will be instrumental in striving towards the Library's vision as a leading urban library in the nation.



IDEAL CANDIDATE

A STRONG LEADERSHIP AND MANAGEMENT PORTFOLIO is required to successfully contribute to the City Librarian's Executive Team to achieve these goals. The ideal candidate should possess the following education and experience.

- A proven record of leadership and management in public libraries and/or museums, community based non-profits agencies
- Proven knowledge of current library trends and future needs of libraries
- Knowledge of best practices in children and youth services
- Knowledge of literacy initiatives
- Proven political acumen and experience in working with policy boards, government officials, community leaders and organizations to find commonality of interest among divergent views
- Ability to articulate the library's position and persuade diverse constituencies to partner with library on new programs and events
- Demonstrated innovation in use of technology in the delivery of library and community programs
- Strategic planning in design and evaluations of programs and services
- Creative approaches to marketing and public relations
- Ability to develop and nurture staff that is engaged and goal focused
- Proven ability to interact skillfully and tactfully with people at all levels of the organization

MINIMUM QUALIFICATIONS:

A Master's degree in library science, public administration, or other related fields from an accredited college or university and four (4) years of progressively responsible managerial experience leading a team, unit or department. Experience in planning and managing programs and partnerships with community based organizations, governmental agencies, and delivering outreach services to diverse communities is highly desirable.



COMPENSATION AND BENEFITS

SALARY RANGE for the position is \$100,698 - \$148,798. Appointment within the range will be based on the qualifications of the successful candidate. The City offers flexible benefit plans with pre-tax elections which include: health and dental insurance; retirement plan; deferred compensation plan; social security; long-term disability plan; life insurance; paid management training program; 11 paid holidays per year; 8 floating holidays; 10 to 20 vacation days per year depending on years of service; may earn up to 100 hour paid administrative leave per year.

APPLICATION AND SELECTION PROCESS

Interested individuals should submit a letter of interest with current salary, resume and three work related references (electronically preferred) to: CPPResumes@sfpl.org

MAILING ADDRESS:

Donna Marion
Library Human Resources Director
CPP Recruitment, San Francisco Public Library
100 Larkin Street, 2nd Floor
San Francisco, CA 94102
Tel: (415) 557-4587; Fax: (415) 557-4583

This position will remain open until filled.

Applications will be screened in relation to the criteria outlined in this brochure. Candidates with relevant qualifications will be given preliminary interviews. Candidates deemed most qualified will be submitted to the City Librarian. A final interview process will then be scheduled for selected candidates.

All applicants considered for employment are required to provide verification of authorization to work in the United States. (See sfdhr.org/index.aspx?page+20#identification for more information.)

All employees hired on or after January 10, 2009 will be required (pursuant to San Francisco Charter Section A8.432) to contribute 2% of pre-tax compensation to fund retiree healthcare. In addition, most employees are required to make a member contribution towards retirement, typically a 7.5% of compensation.

The City and County of San Francisco is a non-discriminating Equal Opportunity Employer.