



Library Director

Salary: \$93,204 to \$133,203



About the Organization

KITCHIGAMI REGIONAL LIBRARY SYSTEM



Serving Beltrami, Cass, Crow Wing, Hubbard, and Wadena County in north-central Minnesota

KRLS operates nine branch libraries, two associate libraries, and a bookmobile providing services, resources, and opportunities for learning to approximately 180,000 residents.



BELTRAMI COUNTY

- Bemidji
- Blackduck

CASS COUNTY

- Pine River
- Cass Lake
- Longville
- Walker

CROW WING COUNTY

- Brainerd

HUBBARD COUNTY

- Park Rapids

WADENA COUNTY

- Wadena

ASSOCIATE LIBRARIES

- Cross Lake
- Pequot Lakes

BOOKMOBILE SITES

- Menahga
- Sebekka
- Nimrod
- Akeley
- Nevis
- Laporet
- Remer
- Hackensack
- Backus
- Leader
- Garrison
- Bay Lake
- Nisswa

The Kitchigami Regional Library System (KRLS) is a consolidated regional public library system headquartered in Pine River, Minnesota, serving approximately 180,000 residents across Beltrami, Cass, Crow Wing, Hubbard, and Wadena Counties. Through its network of libraries, outreach services, and digital resources, KRLS is committed to enhancing quality of life by providing access to library resources and services that meet the varied and evolving needs of the communities it serves.

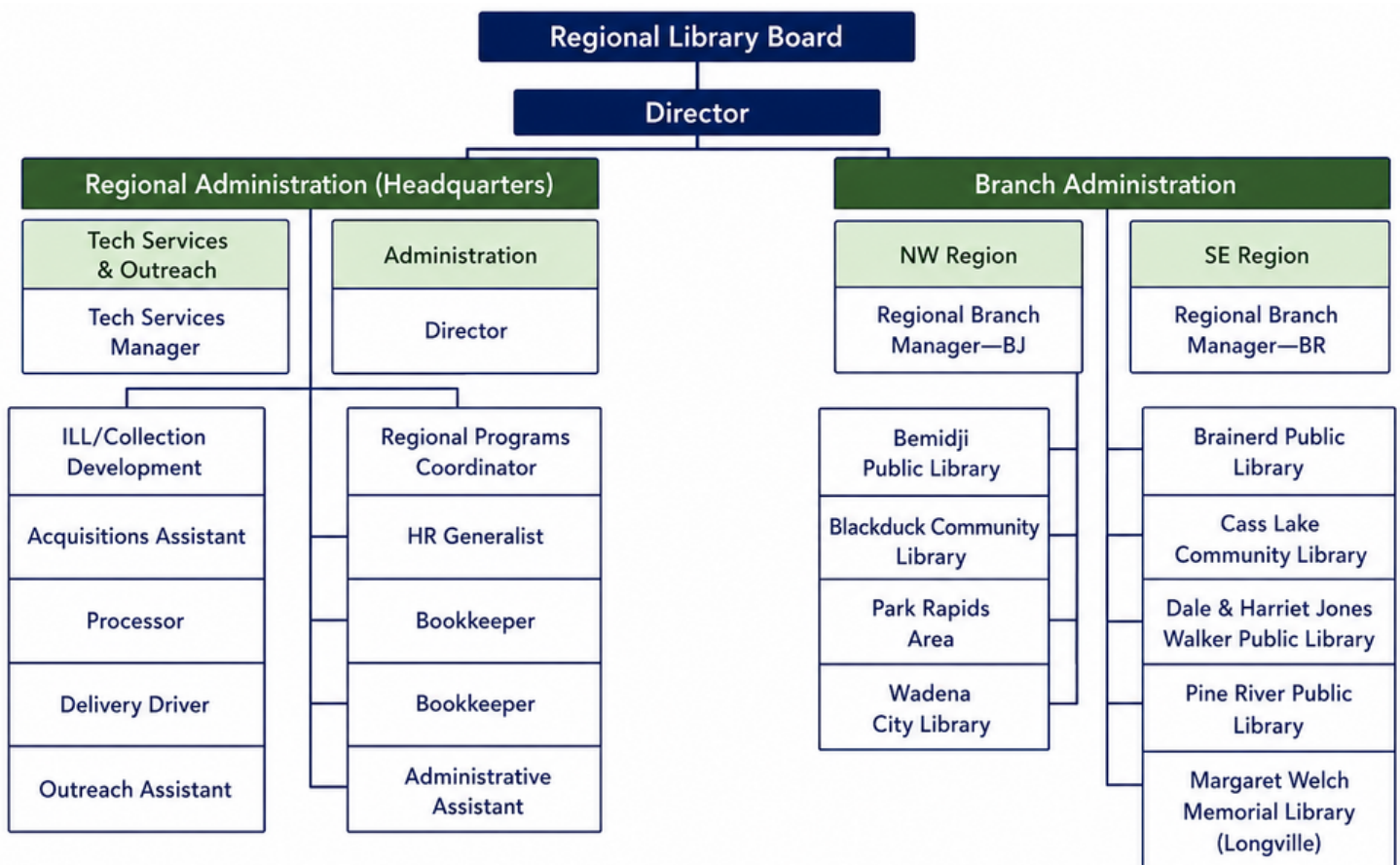
KRLS operates nine branch libraries, two associate libraries, and a regional bookmobile that expands access to library services throughout north-central Minnesota. In addition to traditional library collections, KRLS offers extensive digital resources, technology access, educational programming, meeting spaces, outreach services, interlibrary loan, public computers, Wi-Fi, makerspace resources, and numerous online learning platforms and databases. Together, these services support literacy, lifelong learning, workforce development, digital inclusion, and community engagement for residents of all ages.

The Library System is governed by a 14-member Regional Library Board established through a Joint Powers Agreement. The Board consists of representatives appointed by each participating county and city served by KRLS and is responsible for establishing organizational policy, approving the annual budget, adopting strategic direction, and appointing and evaluating the Library Director. Working in partnership with the Board, the Library Director provides leadership for all administrative, financial, operational, and strategic functions of the organization while ensuring the continued delivery of exceptional library services throughout the region.

Supporting the branch libraries is the KRLS Headquarters in Pine River, which serves as the technical and administrative hub for the organization. Headquarters oversees system-wide functions including technology infrastructure, cataloging and processing of library materials, interlibrary loan coordination, financial operations, human resources, policy implementation, and administrative support, allowing the Library System to operate as one integrated regional organization.

Guided by its core values of public trust, access, diversity and inclusion, excellence, and innovation, KRLS strives to provide welcoming library spaces, responsible stewardship of public resources, equitable access to information and technology, and responsive services that strengthen the communities it serves today and into the future.

Organizational Structure



About the Position



The Director serves as the Library's chief executive officer reporting to the governing Board. In this leadership role, the Director is accountable for the development and execution of strategies and initiatives with respect to Kitchigami Regional Library System programs, people, and resources that effectively advance the vision and goals established by the governing Board.

The position is accountable for directing all operations associated with the entire Library System. In this capacity, the Director establishes strategic priorities and aligns operational goals and objectives with Board priorities.

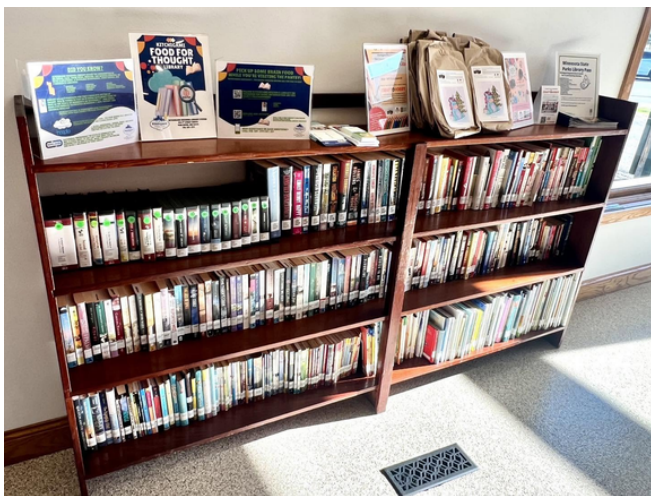
The Library Director ensures the effective execution of all initiatives and recommends policies and actions for Board approval. In addition, the Director establishes operational standards for the Library and determines programmatic and operational priorities through the development of short-term and long-term planning to address current and future library service and program needs.

The Director works collaboratively with various committees, organizations, and communities to represent the Library in a wide variety of settings involving diverse stakeholder groups on issues pertaining to planning, design, programming, financing, policy and legislation relating to library services, and infrastructure. This is a complex position with accountability for meeting public demands for a high quality and responsive range of services in a fiscally constrained and increasingly complex environment.

The position requires a highly skilled, service-oriented leader with excellent communication skills, resourcefulness, sound critical thinking and problem-solving skills, project coordination, data management, and leadership skills.

Core Duties of the Position

- Provides leadership and guidance to all Library staff in the operations and delivery of library services by developing short- and long-term plans for the efficient operation of the Library System, with a focus on providing outstanding library services to residents.
- Researches and formulates recommended policies, rules, and procedures for Library Board consideration and approval.
- Responsible for developing the KRLS annual budget for the branches and presenting that budget to counties and cities.
- Plans for current and future technological improvements and expenditures for Library System operations and service delivery.
- Responsible for overall financial management and control, including responsibility for Library Board governance activities related to their fiduciary responsibilities.
- Communicates with city councils, county boards, and community organizations regarding operational and fiscal requirements of local libraries.
- Determines and prepares agendas and materials for Library Board meetings.
- Actively consults with local legislators regarding library issues and related concerns.
- Assists the Minnesota regional public libraries in planning and developing programs, services, and technologies.
- Manages and consults with KRLS Regional Managers in determining priorities and resolving staff and operational issues.
- Responsible for working with Human Resources and Regional Managers on the selection of staff for administration and Branch Managers. Makes recommendations to the Library Board regarding promotions, transfers, and new positions.
- Responsible for seeking and procuring grants.
- Serves as Labor Relations Manager in collaboration with Human Resources to negotiate contracts, agreements, personnel policies, and union/non-union contracts. Resolves labor grievances on behalf of the KRLS Board.
- Performs other duties and responsibilities as apparent or as directed by the KRLS Board.



Desired Attributes

Leadership & Organizational Management

- Strong, decisive leader who sets clear direction and ensures follow-through.
- Effective people manager with experience in hiring, coaching, performance management, delegation, and staff development.
- Skilled in conflict resolution and navigating sensitive personnel matters.
- Builds trust, accountability, and a positive, high-performing organizational culture.
- Strategic thinker who establishes priorities, sets goals, and drives execution.



Communication & Relationship Building

- Excellent communicator with staff, the Board, community partners, and stakeholders.
- Transparent, approachable, and responsive leader with an open-door leadership style.
- Confident addressing difficult conversations, making sound decisions, and holding others accountable.
- Collaborative leader who balances approachability with appropriate authority while maintaining a firm but fair leadership style



Operational & Financial Management

- Strong organizational, planning, and time management skills.
- Data-informed decision-maker with sound financial and business acumen.
- Knowledge of budgeting, financial reporting, and operational management.
- Experience improving organizational processes, technology, and administrative systems.



Community Engagement & Advocacy

- Passion for libraries, literacy, and public service.
- Strong community engagement and public advocacy skills.
- Ability to build productive relationships with elected officials and secure organizational support.
- Develops strategic partnerships and effectively promotes library services and initiatives.

Personal Attributes

- Demonstrates integrity, transparency, and accountability.
- High emotional intelligence with sound judgment and professionalism.
- Assertive, adaptable, and action-oriented.
- Collaborative, trustworthy, and committed to excellence.



Position Announcement



Organization: Kitchigami Regional Library System

Position: Library Director

Salary: \$93,204 to \$133,203

Benefits: Health & life insurance, sick & personal leave, vacation, retirement, and more

Application Deadline: August 17, 2026

Job Summary: Serves as the chief executive officer of the Library System, reporting to the governing Board, and provides strategic leadership by overseeing all Library operations, programs, personnel, and resources while implementing the Board's vision, priorities, and policies. The position leads short- and long-term planning, establishes operational priorities, and collaborates with the Board, community partners, and stakeholders to advance library services.

Minimum Qualifications: ALA-accredited MLS degree and five (5) to seven (7) years of professional library experience, including progressive public library management experience covering a broad range of financial, administrative, supervisory, and operational activities.

Apply: Visit <https://daviddrown.hiringplatform.com/411286-kitchigami-regional-library-system-director/1554468-application-form/en> and complete the application process by August 17, 2026. Finalists will be selected on September 10, 2026, and final interviews will be held on September 30, 2026.

Please direct any questions to Pat Melvin at pat@daviddrown.com or 612-385-7162.