



Peckham & McKenney
"All about fit"



Library Director

CITY OF BEAVERTON, OREGON

THE COMMUNITY

Nestled in the heart of the Tualatin Valley, midway between Mt. Hood and the Oregon coast, Beaverton combines the best of a big city and the peaceful surroundings of a small town. Located seven miles west of Portland, Beaverton is home to more than 95,000 residents. Beaverton is Oregon's sixth largest city and the second-largest incorporated city in Washington County.

People of all ages, from all walks of life, choose to call Beaverton home because they feel welcome, engaged and heard. With well-planned neighborhoods, exceptional community services, and an abundant mix of recreational and cultural opportunities, Beaverton residents enjoy a high quality of life. Here, you see neighbors out and about jogging, biking, and enjoying their community all year long. You can find music, outdoor plays and concerts, art, multicultural festivals and celebrations, and more. Beaverton is growing into a larger city, but it has never lost its small-town heart.

With a collection of 11 distinct neighborhoods, the city offers a full

spectrum of housing choices from affordable, workforce, to market rate and executive housing that fit any lifestyle. Residents enjoy access to a complete range of community services and a wide variety of amenities such as parks, retail shops, and restaurants. The City of Beaverton continues to encourage redevelopment of the downtown areas, bringing more living, dining, and entertainment options. Beaverton is also investing in its vibrant neighborhoods offering more opportunities for neighbors to have fun and make a greater impact on the community.

Centrally located and easily accessible from every direction, Beaverton is served by Highway 26 and Highway 217 and is only minutes from I-5. Frequent bus, light rail train, and commuter rail line service provide public transportation. With over 100 parks encompassing 1,000 acres, there is a park within a half-mile of every home. Ski slopes to the east and ocean beaches to the west provide additional opportunities for recreation.

One in three Beaverton residents identify as a person of color, roughly

20 percent were born outside of the U.S., and nearly 100 languages are spoken in the Beaverton School District (the third largest district in Oregon and nationally acclaimed for high SAT scores). This richness of cultural diversity is what makes Beaverton such a vibrant city. Beaverton is part of the Welcoming Cities initiative because working towards equity and inclusion benefit all by supporting a healthier, more competitive, more diverse workforce and business sector. Ensuring all residents reach their full potential is good for the community.

The Pacific Northwest is known for its mild climate. Yes, the winters are wet, but many are surprised to find that Beaverton averages only 36 inches of rain per year. In the summer months, Beaverton receives a total of less than five inches of rain and temperatures average 80 degrees. Ranked in Money Magazine's Best Places to Live, Beaverton truly is "The Best of Oregon."

THE ORGANIZATION

The City of Beaverton has a strong-mayor form of government. The mayor is the executive and administrative head of the government of the city and presides over the five-member city council. The mayor and city councilors are elected to serve four-year terms.

Reporting to Mayor Denny Doyle are the Library Director, Community Development Director, Police Chief, Finance Director, Public Works Director, and Human Resources Director. With 501 full-time and 136 part-time employees, the organizational culture is collaborative, and staff is invested in the success of the team in order to provide the best service to the community. SEIU and the Beaverton Police Association represent the majority of Beaverton



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employees. Maintaining strong fiscal health, the City of Beaverton has a 2017/18 total operating budget of \$287M.

To learn more about the City of Beaverton, please visit www.beavertonoregon.gov.

THE LIBRARY

The Beaverton City Library has one main library situated in the downtown core and one branch library in the south Beaverton area. Both libraries serve as destinations for residents and visitors from neighboring communities. Beaverton City Library is the second busiest library in the state of Oregon and serves a regional population of 142,000. With over 820,000 visitors annually; 2,000 programs; and annual circulation of 3.3 million, the library enjoys great support from the



community. A total of 41 full-time and 73 part-time talented and dedicated staff provide outstanding services to a diverse population with programs offered in six languages. In addition, more than 300 people actively volunteer to support the health and vitality of the library.

The Library Director receives guidance and support from a seven-member Library Advisory Board that reflects the cross section of the community in diversity, age, and interests. The New Friends of Beaverton City Library operate a bookstore across from the

main library. In addition, the Beaverton Library Foundation actively supports the library by raising awareness and funding with a signature New Year's Eve fundraising event. The library is a valued partner with many community organizations and agencies; in 2015, the library was recognized as "Community Partner of the Year" by Beaverton School District. The Beaverton City Library is a member of the Washington County Cooperative Library Services (WCCLS), a 14 member consortium that shares a common ILS, courier, outreach services, and policies. The library's current annual budget is \$9.9M.

THE POSITION

This exciting career opportunity is available with the recent appointment of Abigail Elder to the position of Director of the Mayor's Office. Ms. Elder served as Beaverton's Library Director since 2013.

Appointed by and reporting to Mayor Doyle, the Library Director serves as a member of the city's senior management team and is responsible for the following key duties.

- Direct and manage library operations including budget, administrative compliance and staff supervision. Develop, review and approve department strategic planning, work plans, services, policies, procedures and reports.
- Provide direction to staff to ensure city goals and objectives are met. Provide opportunities for developmental training and performance coaching,

conduct performance evaluations, and set performance standards.

- Exhibit leadership to staff, work teams and fellow employees. Serve as a model for accomplishing city's vision and goals. Create an environment in which employees are focused on and produce excellent quality results and customer service.
- Provide support and guidance to the New Friends of Beaverton City Library and the Beaverton Library Foundation.
- Develop, support and expand partnerships with key community groups, government agencies, educational institutions and businesses.
- Ensure that statistical data including monthly, quarterly and annual reports required by the city and State Library are prepared.
- Oversee the research, proposal, and administration of grant monies available to address specific issues within the library.
- Work with area librarians to provide countywide library services through cooperative arrangements.
- Provide direction and set standards for excellence in internal and



SEARCH SCHEDULE

Resume filing deadline	June 25, 2018
Preliminary Interviews	July 2-6, 2018
Recommendation of Candidates	July 13, 2018
Finalist Interview Process	July 23, 2018

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

external customer service. Promote professional and courteous behavior with a creative approach to problem resolution that creates a positive experience for the customer.

- Actively promote, support, and model respect for diversity in the workplace through staffing, promotions, training and career development.

THE IDEAL CANDIDATE

The ideal candidate to serve as Library Director will be actively invested in the City of Beaverton; visible, approachable, and accessible within the libraries and community; and will possess excellent communication and interpersonal skills. The new Library Director will believe in the mission of libraries and, inherently, “sell the product.”

This position requires a Master’s degree in library science from an American Library Association accredited school and 12 years’ experience as a professional librarian in a full-service library, including 5 years in a senior management role. An equivalent combination of education and experience enabling the incumbent to perform the essential functions of the position will fulfill the minimum requirements.

THE COMPENSATION

The salary range for the position of Library Director is \$96,755.76 to \$129,664.44 annually; appointment within the range is DOQE. In addition,

the City of Beaverton provides the following outstanding benefits.

RETIREMENT – PERS/OPSRP – employee and employer contributions full paid by the city.

457 DEFERRED COMPENSATION – Employee contribution only.

HEALTH INSURANCE – Effective first of month following hire date. Choice of Kaiser HMO (premiums paid at 100% by city for all tiers) and Moda PPO (premium cost share for all tiers; 95% by city). Vision coverage included in HMO and PPO plans.

DENTAL INSURANCE – Effective first of month following three full months of service. Coverage through ODS/Delta Dental. Premiums paid at 100% by the city for all tiers; no deductible. Annual maximum for other covered services per eligible individual enrolled is \$3,000.

LIFE INSURANCE – \$50,000 policy provided through The Standard paid at 100% by the city. Additional voluntary supplemental coverage available for purchase.

LONG-TERM DISABILITY – Provided through The Standard; paid at 100% by the city.



AD&D – Provided by AIG/Chartis at \$151,000 fully paid by the city with option to purchase additional voluntary AD&D coverage.

Additional benefits include flexible spending account, employee assistance program, robust wellness program, and fully paid annual TriMet pass.

THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please visit our website at:

Peckham & McKenney
www.peckhamandmckenney.com

Resumes are acknowledged within two business days. Please do not hesitate to contact Bobbi Peckham toll-free at (866) 912-1919 if you have any questions regarding this position or recruitment process.



www.peckhamandmckenney.com

