



JOB POSTING **Director of Library Services**

ABOUT US

For more than 100 years, Rockhurst High School has been a place where boys become young men, with minds, bodies and souls prepared for the challenges of college and life beyond. Rockhurst challenges students with a rigorous academic program in the classical Jesuit tradition. We offer great benefits and competitive wages.

PURPOSE

We are seeking a career-minded individual to become the Director of Library Services, starting in August of 2022. The ideal candidate will have a Master's degree or a certification in Library Science and a demonstrated ability to serve in a college preparatory environment. The Director of Library Services will work in a structured and collaborative environment with others who are committed to the formation of each student according to the principles of the Grad at Grad: Open to Growth, Intellectually Competent, Religious, Committed to Doing Justice, and Loving.

PRIMARY RESPONSIBILITIES

- Develop and implement an effective school library program that supports the educational, philosophical, and religious goals of Rockhurst High School
- Manage the Learning Commons operations with a focus on how best to meet the needs of our students
- Collaborate with Department Chairs in curriculum development, review, and revision
- Partner with faculty in the implementation and delivery of course curriculum, specifically as it relates to literacy
- Prepare, allocate, and administer the budget for the Learning Commons
- Administer the resource services of the Learning Commons. including the acquisition, organization, cataloging, and processing of resources
- Participate actively in the school's co-curricular and spiritual activities
- All other duties as assigned

REQUIREMENTS

- Master's degree or certification in Library Science or other comparable field
- Five years experience, preferably in a secondary school library, with a demonstrated knowledge of school library programming
- Experience in curriculum development and best instructional practices
- Ability to communicate and collaborate effectively with faculty, administration, staff and students
- Willingness to work in a quickly changing environment with interruptions
- Strong organizational and mulit-tasking skills

HOW TO APPLY:

Please send resume to Mike Wickenhauser, Assistant Principal for Academics,
at mwickenh@rockhursths.edu.

Rockhurst High School is an Equal Opportunity Employer.