



Ellenville Public Library & Museum

Board Vacancy Announcement

Library Board of Trustees

We are seeking one (1) passionate and qualified individual to serve on the Ellenville Public Library & Museum's five-member Board of Trustees. The candidate must be at least 18 years of age, a resident of the Ellenville Central School District, and shall serve without compensation. This appointment will be made by the Board of Trustees of the Ellenville Public Library & Museum for a term of one year.

Job Duties and Responsibilities:

- Create and develop the mission of the library;
- Regularly plan and evaluate the library's service program based on community needs;
- Select, hire and regularly evaluate a qualified Library Director;
- Exercise fiduciary responsibility for the use of public funds and private donations;
- Adopt policies and rules regarding library governance and use;
- Maintain a facility that meets the library's and community's needs;
- Promote the library in the local community and in society in general;
- Conduct the business of the library in an open and ethical manner in compliance with all applicable laws and regulations and with respect for the institution, staff and public.

Minimum Qualifications: Must be a resident of the Ellenville Central School District and at least 18 years of age.

Must be available to attend regular monthly Board of Trustees meetings.

Submission Requirements: Applicants must submit a letter of intent and resume to:

Ellenville Public Library & Museum
ATTN: Mrs. Joyce Sharpton, Acting Director
40 Center Street
Ellenville, NY 12428
director@eplm.info

***To be considered all materials must be received by 12:00 noon,
Monday, May 20, 2024***

The Ellenville Public Library & Museum is an Equal Opportunity Employer.