

# Library Director

## PACIFIC GROVE, CALIFORNIA



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## THE COMMUNITY

With its charming blend of yesteryear and striking natural beauty, it's easy to see why Life magazine named Pacific Grove as America's "Most Romantic City." Located on the tip of the Monterey Peninsula in Central California, this coastal city is renowned for its historic ambience, stunning views and unparalleled quality of life. The city is bounded on the north by the Monterey Bay, on the east by Monterey, on the south by Pebble Beach and on the west by the Pacific Ocean. Pacific Grove is located approximately 15 miles to the southwest of Salinas and 50 miles to the southwest of San Jose. The city includes a portion of the famed 17 Mile Drive, which links scenic coastal areas with the Del Monte Forest. Residents and visitors alike are drawn to its more than 3.5 miles of pristine sandy beaches, rocky outcroppings, and shoreline parks.

Primarily a residential community with a low crime rate, Pacific Grove encompasses less than three square miles and has a population of approximately 15,522. Founded in 1875 as a Methodist summer retreat, Pacific Grove has a captivating "turn-of-the-century" look with over 1,300 registered historic homes and structures built between 1874 and 1926. Among them are Victorian seaside cottages and stately mansions ranging in style from Gothic Revival through Queen Anne, Colonial and Mediterranean Revivals, as well as Mission Style and Craftsman bungalows.

Pacific Grove is a city unified by a strong sense of community and a commitment to steady business growth. Although largely built out, the city has four shopping districts including its historic downtown, a quaint Victorian shopping area featuring specialty shops and boutiques, 26 restaurants and bakeries, and 16 galleries and antique stores. Other vibrant shopping areas are located throughout the community, including a Certified Farmer's Market.

The community abounds in cultural and educational amenities with over 40 art venues, the Pacific Grove Art Center, the Pacific Grove Performing Arts Center, and the city-owned Pacific Grove Natural History Museum. The Pacific Grove Unified School District serves Pacific Grove and portions of Pebble Beach and is ranked overall as the highest of all public schools on the Monterey Peninsula. Nearby colleges include Monterey Peninsula College and the Monterey Institute of International



Studies. Stanford University operates the Hopkins Marine Station offering undergraduate and graduate courses in a variety of oceanic and marine sciences. Founded in 1892, it was the first marine laboratory established on the American Pacific Coast.

Pacific Grove is home to numerous attractions including Point Pinos, the oldest continuously operating lighthouse on the west coast, whose beacon has flashed nightly since 1855 as a guide and warning to ships off the rocky California coast. Another picturesque destination is Lovers Point Park and Beach. This 4.4 acre park is used for picnicking, fishing, swimming, water sports, and surfing. Other popular attractions include the 17 Mile Drive in Pebble Beach and the beautiful Asilomar State Beach and Conference Grounds. Numerous City recreational facilities include the Pacific Grove Golf Course, a historic Carnegie public library, community center, youth center, senior center, shoreline recreation trails, and 28 parks. A variety of special events are held annually, including The Big Sur Half Marathon, Triathlon at Pacific Grove, Good Old Days, the Butterfly Parade, the Historic Home Tour and the Feast of Lanterns. But perhaps the most unique city attraction is the Monarch Grove Sanctuary. Every year thousands of monarch butterflies overwinter in Pacific Grove after traveling nearly 2,000 miles. They start to arrive in October, peak around Christmas and depart before the end of February. The butterflies cluster together on pine, cypress and eucalyptus trees in the Sanctuary. Their migration to Pacific Grove is so unique that Pacific Grove is nicknamed "Butterfly Town, U.S.A."

For more information about Pacific Grove, please visit [www.cityofpacificgrove.org](http://www.cityofpacificgrove.org).

## THE ORGANIZATION

Incorporated on July 16, 1889, Pacific Grove is a charter city and operates under the Council-Manager form of government. The seven member City Council is elected at large and appoints a City Manager, City Attorney, and members of the City's boards and commissions.

Pacific Grove is a full service city with a General Fund budget of \$21.5 million for Fiscal Year 2016-17.

Departments within the city organization include the City Manager's Office (including the City Clerk and Human Resources), Finance, Library & Information Services, Community & Economic

Development, Public Works, and Police. City Attorney, Fire services and golf course operations are provided by contract.



## THE DEPARTMENT

The mission of the Pacific Grove Public Library is "to provide a welcoming place and a balanced collection while preserving the past and planning for the future." The Director of Library Service reports directly to the City Manager, Ben Harvey, and supervises the positions of Librarian, Support Services Manager, and Senior Library Assistant. The library provides services through 5 full time and 12 part time staff members with a FY 2016-17 budget of \$1.08 million.



The library is located at 550 Central Avenue in downtown. It was built in 1908 and is currently undergoing an exciting restoration to modernize the facility but retain its historical architecture. The Library is privileged to have a Carnegie Library designation and is important part of the City's identity. Library services are provided to the community through online and print collections, programs for all ages, a comfortable, accessible building and knowledgeable, friendly and dedicated staff. Along with traditional library formats, the library also provides access to streaming video, online magazines, electronic books and audio books. These free services are accessible through the Internet and are available with a PGPL library card.

Key Initiatives for FY 2016-17 included:

- Creating partnership with State Parks, National Parks, volunteers and for "This Land is Your Land" exhibition and juried art show
- Installing 1Gb CENIC Broadband service through \$30,000 State Library Grant
- Initiating the exciting historic Library Renewal project
- Continuing partnership with PG High for technology assistance to Library patrons
- Adding open hours to include 10 - 7 on Monday
- Increasing services to children and families.
- Developing a comprehensive Poetry Appreciation/ Poet's Perch Policy and Program

## THE IDEAL CANDIDATE

The new Director is expected to be an energetic leader with a knowledge of current trends and technology in library operations as well as the ability to exercise good judgment. The ideal candidate will thrive working in a small, team oriented environment and also enjoy engaging in all aspects of library operations



## THE COMPENSATION

Salary will be competitive and depends on candidates qualifications.

**RETIREMENT:** CalPers retirement (2% at 55 for classic members and 2% at 62 for others).

The employee retirement contribution is 12% for classic members and 6.25% for others. The City does not participate in Social Security.



**HEALTH:** Provided through CalPERS. The City also provides

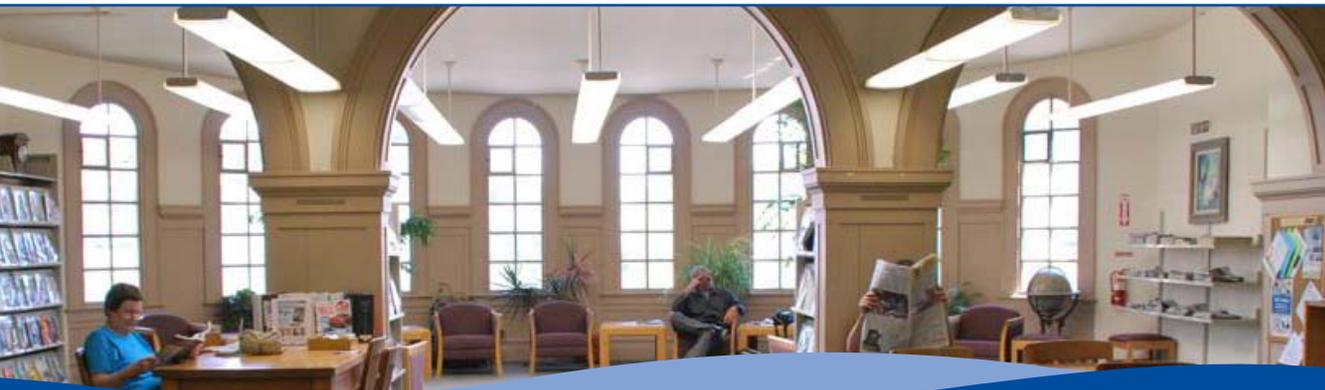
dental, vision, life insurance, disability and deferred compensations programs.

The City offers personal time-off and paid holidays

The intangible benefit of working in Pacific Grove is that it is nearly impossible to have a bad day at work. Stress is steadily erased by the magnificent and world famous stunning natural beauty of Pacific Grove.

as well as contributing to the overall management of the city. The Director will be involved in the community and interact with Library board members as well as City Council members and volunteer groups.

Minimum qualifications include a Masters Degree in Library Science AND five years increasingly responsible professional public library administration experience at a supervisory or management level OR an equivalent combination of education, training, and experience is required.



## SEARCH SCHEDULE

Filing Deadline ..... May 31, 2017

Preliminary Interviews ..... June 6-7, 2017

Recommendation of Candidates ..... June 12, 2017

Panel Interviews ..... June 22, 2017

Finalist Interview Process ..... June 28, 2017

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

## THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please send your resume and cover letter electronically to:

**Peckham & McKenney**

[apply@peckhamandmckenney.com](mailto:apply@peckhamandmckenney.com)

Resumes are acknowledged within two business days. Call Clay Phillips toll-free at (866) 912-1919 for more information.



[www.peckhamandmckenney.com](http://www.peckhamandmckenney.com)