



# Sault Ste. Marie Public Library

## JOB POSTING

**Title:** Manager of Community Engagement  
**Salary Range:** \$76,003 - \$90,315  
**Job Type:** Permanent, Full-Time

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### **The Opportunity**

We are currently seeking exceptional candidates for a dynamic Manager of Community Engagement to lead the Circulation Department and oversee the North Branch of our library. This role combines leadership, community outreach, and strategic planning, offering a chance to make a direct impact on the library's growth and connection with the local community. The successful candidate will be responsible for managing circulation services, fostering community partnerships, and ensuring the delivery of high-quality programs and services that meet the evolving needs of our patrons. The successful candidate will be part of our Library's management team working together to improve library services for our community.

### **About SSMPL**

Our Library is located in beautiful Sault Ste. Marie. With a staff of approximately 50 people (full and part-time), we serve a population of over 75,000. We have two locations. Our main location is the James L. McIntyre Centennial Library. Our second location is the North Branch. Our Library has a great relationship with the municipality and many strong ties within the community.

To learn more about our library, please visit our website at [www.ssmpl.ca](http://www.ssmpl.ca)

### **Why Make the Switch?**

Located in Northern Ontario, Sault Ste. Marie directly borders Michigan, USA. Being surrounded by nature, our city offers an abundance of outdoor recreational activities and adventures. Have you ever dreamed of owning your own home but couldn't because of the housing market where you live? Sault Ste. Marie has affordable housing. Moving here could make that dream come true!

For more information about our city, please visit <https://saulttourism.com/>

In addition to the opportunity to work with great staff, our Library offers a competitive salary and benefits package, including a Health Care Spending account for Managers. We are also willing to provide financial assistance for the relocation of the successful candidate.

If you are looking to advance your career or need a change in environment, this position might be right for you!

### **Our Ideal Candidate**

We are looking for a passionate professional with a Master of Library Science (MLS) or Master of Library and Information Science (MLIS) from an American Library Association (ALA) accredited university. Ideal candidates will have library experience, preferably in a public library setting. While prior experience in a managerial or supervisory role is preferred, we are open to providing training for the right candidate. As this position involves building relationships and fostering connections within the community on behalf of the library, a friendly, outgoing personality is essential.

Key Competencies Include:

- Communication skills
- Collaboration/Relationship building
- Continuous learning
- Growth with a creative mindset
- Customer service
- Strategic thinking

A full job description is available upon request.

### **How to Apply**

Qualified applicants interested in this exciting opportunity should send a resume and cover letter to:

Matthew MacDonald, CEO,  
Sault Ste. Marie Public Library  
50 East St.  
Sault Ste. Marie, ON  
P6A 3C3  
Email: [m.macdonald@cityssm.on.ca](mailto:m.macdonald@cityssm.on.ca)

Closing Date for the first review of applications is ***Tuesday February 4, 2025 at 12:00 p.m. We will be keeping this position vacant until an appropriate candidate is found.***

If you have any questions please contact Matthew MacDonald, CEO, at 705-759-5246 or email: [m.macdonald@cityssm.on.ca](mailto:m.macdonald@cityssm.on.ca)

*The Sault Ste. Marie Public Library in its ongoing efforts to prevent, identify and remove barriers for people with disabilities will provide work-related accommodation for employees with disabilities, upon request.*