

Wednesday, January 21, 2026

Library Director, Dublin Public Library, Dublin, NH

Introducing Dublin NH

Warm and welcoming, the town of Dublin with a population of 1,593 is situated in the beautiful Monadnock region in southwest New Hampshire. The Public Library, first opened in 1901 and expanded, is a historic gem and is seen by the community as the town's treasure. Take a look by visiting www.dplnh.org.

The library is a vibrant community hub in Dublin. We have a lively and evolving collection and modern technological resources to reflect the changing nature of Libraries, including a recently launched Library of things. We offer and invite programs that create an exciting intergenerational gathering space.

In 2025, we had 12,124 total visitors (in person and online), with an average of nearly 50 visitors per day. We have 1,150 active cardholder accounts (over 70% of Dublin residents). We hosted 180 programs for 3,606 participants, 100 community meetings, and our weekly storytime drew 1,221 attendees. The library budget was \$140, 835 in 2025, and we ended the year on budget. The budget provides for up to 48 hours of library assistants. We have a community of volunteers who supplement the assistants as needed.

Our 125th anniversary celebration will include a number of community events, including the opening of a time capsule hidden in the building's cornerstone in 1901, as well as an anniversary fundraising campaign to provide for extra-budgetary projects and enhancements that will carry Dublin Public Library into the future.

Please review this description and arrange for an introductory meeting. We are looking to fill this role immediately. We are excited about our growth and have a strong base to build on. Our new librarian will be a very important leader in defining our future engagement trajectory.

Our Ideal Director

The Director will possess exceptional interpersonal and communication skills. They will foster a collaborative and cooperative work style with staff, Trustees, and other town department heads. The Director is an active budget, policy, and program development leader. The successful candidate will be an integral part of the community and comfortable in managing planning, assessing patron needs of all ages, and driving future engagement.

The director will be responsible for the managerial, administrative, and financial management of the library. They will also oversee the collection, service patrons, supervise staff and volunteers, and work with the town administrator.

The director will play a pivotal role in implementing our *Better Together* strategy that imagines, creates, and delivers *lifelong learning programs and information services*. We do this in partnership with other town organizations.

Responsibilities

- Leadership and overall management for the library
- Knowledge of current and evolving library regulations and trends
- Operational management of staff, budget, and initiatives
- Presentation of monthly reports/dashboards representing usage, activity, and financial updates
- Identification, design, and management of all adult and children's programs
- Promotion of library and library programs through physical and digital channels
- Understanding of Apollo Biblionix, web site, and data management
- Maintenance of financial records in accordance with local, state, and federal laws
- Management and recommendation of policies and procedures
- Maintenance of records as required by state
- Supervision of circulation- physical and digital
- Management of facilities to provide safe, inclusive, and inviting library space
- Supervision of all library staff and volunteers
- Responsible for other tasks and duties as assigned by the Board of Trustees
- Pursuit of adequate grant and external funds
- Participate in and recommend professional development opportunities

Hours:

- Budget covers approximately 30 director hours/week (with flexibility)
- Budget covers up to 48 library assistant hours/week
- Community volunteers provide additional help when needed

Pay:

- Commensurate with experience

Qualifications:

Our preferred candidate will:

- Have an MLS (MLIS) degree, or be working on a degree from an professionally accredited program, or
- Have completed, or be working on a paraprofessional certification.

Professional public library experience and supervision experience are required.

How to Apply:

Please send a cover letter and resume to DirectorSearch@dplnh.org.