CHIEF, LIBRARY BRANCH OPERATIONS
(Actual Title: CHIEF, DEPARTMENTAL OPERATIONS)
COUNTY OF SAN DIEGO

ANTICIPATED HIRING SALARY RANGE:
$125,000-135,000 Annually

Excellent Benefits Package
The San Diego County Library (SDCL) is seeking applications and résumés from qualified individuals for **Chief, Library Branch Operations**. This is an unclassified management position that will have key responsibilities to include:

The Chief, Library Branch Operations will have oversight of 5 SDCL Region's Principal Librarians to manage branch-level compliance with new and existing policies and procedures and manage the day-to-day decisions for all 33 SDCL branches. This position will be active in hiring, development, training, and counseling of branch staff, they will assist in helping library administration in the preparation of plans, reports, customer correspondence, and represent administration at County and SDCL events. This position will also support and guide the Branches through all facets of changing Library service models and integrating new technology.

This position will report to a Deputy Director and is a part of the Administrative Council of the Department. This council recommends administrative policies to the Executive Team.

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**Mission Statement**

“We celebrate our communities and dedicate our passion and expertise to help you create your own story.” To Learn, Energize, Read, and Create are the building blocks we offer in support of the County’s Live Well initiatives for Healthy, Safe and Thriving communities. Library programs are designed based on providing compassionate service. We seek to recognize and advocate for the unique needs of our communities. We provide each library user with the tools for individual success.

With 33 branches, two bookmobiles, five kiosks, countless special events, and a team of enthusiastic and creative team members, San Diego County Library offers residents a physical and virtual hub of education, entertainment, and culture. Every year, five million customers take advantage of SDCL’s 30,000 programs and services, checking out more than 11 million items, including books, CDs, DVDs, and more.
THE IDEAL CANDIDATE

The ideal candidate for Chief, Library Branch Operations thrives in a fast paced, high profile, and demanding environment; possesses depth and breadth of experience in public service and community space, ensuring equity and sustainability of access to all customers; and is highly skilled in the disciplines of strategic planning, project management, negotiation, attention to detail, timeline completion, and budget management.

They will be a proven, caring leader with a career history that demonstrates experience in a project management, community engagement, social/economic policy and the ability to embrace and celebrate the culture, ethnic diversity, and community values of the San Diego region.

In addition, the ideal candidate should have outstanding experience in:

• An advanced degree in Library Science, Public Administration, or other related field from an accredited university.
• Experience managing a large regional network of public libraries or parks or other government service.
• Be a big picture thinker with outstanding leadership and management skills who will bring new and fresh ideas to a changing organization.
• Experience managing a wide span of control overseeing multiple subordinate layers.
• Excellent communication, talent management and presentation skills.
• Demonstrable experience creating and maintaining partnerships with many community partners such as non-profits, local government agencies, service organizations, Friends of the Library groups, school districts, elected councils, and similar organizations.
• Demonstrable experience engaging communities to achieve long-term and sustainable outcomes, processes, relationships, discourse, decision-making, or implementation. The candidate will have utilized a range of tools and strategies to ensure success and ensure inclusion and belonging.
• Experience working for, or with, local government jurisdictions such as counties or cities or school districts or similar and this experience will include communicating directly with the offices of elected officials and presenting at Board or Council meetings or similar.
County Libraries are often recognized by the library industry for their quality and equity. The San Diego County Libraries have won the following awards:

National Association of Counties (NACo)
- 2022 Achievement Award
  - Story Trails
  - Little Free Libraries
- 2021 Achievement Award
  - Digital Library Project

The anticipated hiring range is $125,000 - $135,000 annually, depending on the qualifications of the selected candidate. Annual salary reviews are performance-based and goal oriented.

- 15 days of paid vacation, 10 days of executive time off, 14 days of paid sick leave, and 14 paid holidays
- Medical, dental, and vision insurance plans
- Disability Insurance, Life Insurance, and Accidental Death/Dismemberment Insurance
- Flexible Management Benefit Package – a monthly credit may be used to select benefits from a group of options
- Defined benefit retirement program
- Reciprocity with other governmental retirement systems may be granted; for further information, visit the website for the San Diego County Employees Retirement Association
- Deferred Compensation Program 457 and 401(a) plans
- May be eligible for relocation allowance up to $15,000
HOW TO APPLY

QUALIFYING CANDIDATES WILL POSSESS:
A bachelor’s degree from an accredited college or university, or certified equivalency for foreign studies, AND, five years of experience that demonstrates the ability to perform the essential functions of the classification which must include two years of management or supervision. OR A combination of experience and/or education as stated above.

Note: A master’s degree or higher degree may substitute for a total of one year. In order for education to substitute for work experience as indicated above, college level coursework must demonstrate progress toward a degree and may be substituted on a year-for-year basis. Qualifying experience will include CAO Staff Officer or Project Manager experience that involves leading projects.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE
Applications and résumés may be submitted online at www.sandiegocounty.gov/hr; select Current Job Postings, Job Number 23092703UL. Résumés should include:

• Employment history, titles, and dates
• Degrees and dates conferred

Please make sure to update the Work History in your application profile to match your resume. Hiring managers will only receive the redacted application (without resumes) to make a determination of which candidates they will interview. Resumes will be sent to hiring managers at the time interviews are scheduled.

A first review of applications will take place during the week of July 24th. The recruitment will remain open until filled. Interested candidates are encouraged to apply as soon as possible for consideration.

CONTACT INFORMATION
You may direct any questions regarding the application and selection process to Veronica Gibson, Senior Executive Recruiter at Veronica.Gibson@sdcounty.ca.gov

Questions about the position may be directed to Lydia Lopez, Group Human Resources Director, Land Use and Environment Group, at Lydia.Lopez@sdcounty.ca.gov.

The County of San Diego and its employees embrace the vision of: a just, sustainable, and resilient future for all. Our values include: integrity, equity, access, belonging, excellence, and sustainability. Each of which are infused throughout our operations. While also embracing a mission of strengthening our communities with innovative, inclusive, and data driven services through a skilled and supported workforce. Click here for more information on our Strategic Plan (sandiegocounty.gov) as well as our commitment to serve everyone, to build a Framework for the Future that will create a County that works for all.