



*Are you ready for your next move?*

*The City of Chesapeake is seeking an exceptional leader to serve as*

*Director,  
Chesapeake Library System*

**Help us shape the future of the second  
largest city in Virginia!**

**Chesapeake is an exceptional place to live, learn, work, farm, and play!**



# About Chesapeake

## History

Chesapeake, Virginia was established in 1963 after the merger of Norfolk County and the City of South Norfolk. Chesapeake also played a significant role in the founding of America, with the historic Battle of Great Bridge, and the construction of the Great Dismal Swamp Canal. Today, Chesapeake honors its position in history with a vibrant present and promising future.



## The Organization

The City operates under the Council-Manager form of government with the City Manager having oversight for daily operations. The City government employs approximately 3,500 people in more than 35 departments with an annual operating budget of more than \$2.2 billion.



## Location & Growth

Adjacent to the world's largest naval base, Chesapeake is conveniently located 20 minutes from the Atlantic Ocean, 15 minutes from downtown Norfolk, and one hour from Colonial Williamsburg and the Outer Banks of North Carolina. With an estimated population of 253,000, Chesapeake is the second largest city in Virginia and one of the 100 largest cities in the United States. As one of Virginia's fastest growing cities, Chesapeake has significant potential for future residential, commercial, and industrial growth.

## Economic Opportunity

Chesapeake has all the features businesses seek including talent, infrastructure, and desirable location. Recognized as a strong economic area for business investment, the City provides companies with first-class opportunities for employee recruitment and a great environment to create and grow in their respective industries. New companies and businesses continue to locate to the area and benefit from the abundant resources that Chesapeake offers.

## The Department

The Chesapeake Public Library is comprised of 121 full-time equivalent positions (FTEs), 7 full-service neighborhood libraries, a Law Library, 2 outreach vans, 5 outreach vehicles, and 3 book vending machines.

## Accolades

Chesapeake has received numerous high rankings and accolades from *WalletHub*, including the following:

- ⇒ 8th in Quality of City Services
- ⇒ 13th Safest City
- ⇒ 18th in Best City for Veterans

# Position Overview

Under the administrative direction of the City Manager, the Director of Chesapeake Library System provides strategic planning, long- and short-term goal setting, oversight and compliance with operating outcome-based budgets, and appropriate utilization of departmental and City resources. This position is responsible for oversight of all library operations, maintenance of library facilities, and promotion of library programs and services within the community at large.



## Priorities & Responsibilities

- Provides leadership, vision, and strategic direction for the Chesapeake Public Library ensuring alignment with City Council goals and the evolving needs of the community.
- Oversees all library operations, including strategic planning, budget development and management, personnel supervision, policy implementation, and facility maintenance.
- Builds and maintains strong relationships with City departments, community partners, elected officials, and state and national library organizations to promote collaboration and innovation.
- Ensures effective communication and professional decision-making across the organization, supporting staff development and maintaining a culture of accountability and high-quality customer service.
- Promotes public engagement and library visibility through outreach, advocacy, and partnerships with advisory groups such as the Library Board, Library Foundation, and Friends of the Library.
- Monitors and ensures compliance with all applicable local, state, and federal regulations, as well as internal policies and service standards.
- Uphold the City's organizational values, known as the CARES standards, which staff embody as they carry out the work of the City: **Courteousness** – Making customers feel welcome, appreciated, and respected; **Attentiveness** – Enhancing our ability to identify the needs and concerns of customers; **Resourcefulness** – Demonstrating exceptional creativity, adaptability, and problem-solving skills in support of the City's goals and objectives; **Empowerment** – Possessing the knowledge, resourcefulness, creativity, and integrity to address customers' needs; and **Stewardship** – Demonstrating a commitment to public service; the safety of ourselves, our coworkers, and our community; and being good stewards of our financial & environmental resources.



# Candidate Profile

The ideal candidate will have advanced education and experience in library science, with a solid understanding of library system operations. The candidate will bring senior-level expertise in strategic planning, staffing, budgeting, and performance management. A commitment to continuous improvement, customer service, and innovation is essential. We seek a proactive, results-driven leader who anticipates challenges and delivers impactful outcomes.

Competitive candidates will possess the following:

- Strong ability to cultivate strong, collaborative relationships with elected officials, community leaders, advisory boards, media, and the public.
- Demonstrated experience providing strategic leadership for multiple library branches, overseeing programs and administrative functions.
- Work with staff to implement efficient service delivery and resolve issues effectively.
- Model excellence in customer service, ethics, transparency, conflict resolution, and problem-solving.
- Support staff development to enhance productivity, engagement, and performance.



## Qualifications

- ◇ ALA-accredited Master's Degree in Library Science.
- ◇ Ten years experience as a professional librarian, eight of which were in a managerial position.
- ◇ Virginia Public Librarian Certification.
- ◇ Valid driver's license and driving record that is in compliance with City Driving Standards.

## Compensation

\$150,000- \$185,000 (depending on qualifications)

## Benefits

The City of Chesapeake offers a highly competitive benefit package. For details, visit the following website:

<https://www.cityofchesapeake.net/258/Employee-Benefits>



## How To Apply

Interested candidates should apply online at <https://jobs.cityofchesapeake.net>. Please submit a resume and cover letter as well as the online application.

*City of Chesapeake is an Equal Opportunity Employer.*