

THE CITY OF LODI



INVITES YOUR INTEREST FOR THE POSITION OF

**LIBRARY
DIRECTOR**

The Community of Lodi

The historic, charming and unique City of Lodi is home to 67,930 residents. Lodi is ideally located adjacent to Highway 99 and I-5, 34 miles south of Sacramento, 2 miles north of Stockton, and 90 miles east of San Francisco. The residents of Lodi take immense pride in their community that is surrounded by lush parks, wineries, museums, a lake and open space. The City is committed to quality growth while striving to protect its historical, small-town ambiance through an annual growth management program. Lodi is home to several large manufacturing, general services and agriculturally based companies, and it has an excellent balance of jobs to residential housing units.



A revitalized downtown boasts unique shops, fine restaurants, and a movie theater. Lodi is known for its authentic wine region heritage with over 85 wineries within 10 miles of downtown. Housing is also relatively affordable. Educational opportunities abound as the University of the Pacific, California State University-Stanislaus/Turlock/Stockton Center, San Joaquin Delta Community College, and the University of San Francisco satellite center are all within a 20-minute drive of the City. Lodi is also a safe city as crime rates are low and community pride reigns high, reflecting active community involvement and a strong public safety structure. By all measures, the quality of life in the City of Lodi is exceptional and provides an ideal location in which to live, work and play.

City Government and the Library

Lodi incorporated as a General Law City in 1906 and operates with a Council/Manager form of government. The City Council governs the city and is comprised of five members who are elected by District to alternating four-year terms.

Lodi is a full-service city with a committed workforce of 412 employees who provide a wide range of municipal services including police, fire, public utilities (water, wastewater and electricity), transportation, community development



and leisure/social services. City staff led by City Manager Stephen Schwabauer enjoys a positive and healthy working relationship with the City Council. The City's FY 2020-21 budget includes a General Fund of \$67 million and an all-funds budget of \$245 million.

The Lodi City Library operates out of a single branch and has a staff of eight FTEs, one of which is a professional librarian. The Library has a FY 2020-21 operating budget of \$1.66 million. The position has a dual reporting relationship. A five-member elected Library Board oversees the Librarian on matters of programming and collection services. The City Manager has accountability

for and oversees library issues related to the personnel/employee relations functions of the Department. The Lodi City Library is also supported by a separate foundation as well as a Friends of the Library.

The Position and Ideal Candidate

The Lodi City Library is transitioning back to full scale, on-site operations in the immediate future. The impact to library operations during the pandemic has been significant. Moving forward, it will require creative and resourceful approaches towards providing vital and desired library services and programming to the community.

The new Director must provide progressive, collaborative, and inspirational leadership in jump-starting the operation and incorporating post-covid protocols into the service model.



Friends of the Library. Fostering strong relationships within the city operation will be critical as Lodi operates in a highly collaborative, team-oriented manner with all executives willing to “roll up their sleeves” and be working managers. An individual committed to this culture will thrive and will help the library continue to evolve as a crucial resource for the community.

The ideal candidate will have six years of increasingly responsible experience in professional library administration, including three years of administrative or management experience including supervision of professional librarian staff. A Master’s degree in Library Science or equivalent to an MA degree from an accredited college or university with major coursework in library science is required. Accreditation by the American Library Association is preferred.

In addition to the key operational challenges associated with the library re-opening, budget and administration are related areas of focus. Budget management remains a key priority as the entire city organization is focused on fiscal sustainability. Mentorship, team building and an ability to facilitate an adaptive work culture will be essential aspects of this role. An engaging, active, and hands-on leader combined with an innovative flair and the ability to foster a sense of organizational unity represent an ideal profile.

The Library Director will be a proactive relationship builder who effectively connects with the community, the Library Board, the Library Foundation, and



Compensation and Benefits

The salary for this position is up to \$136,320.91 annually with a 5% increase approved for January 2022. The City also offers a competitive benefits package that includes:

- ◆ Deferred Compensation Plan: The City matches up to 3% of the employee's base salary.
- ◆ Holidays: 9.5 fixed holidays and 4 floating holidays.
- ◆ Vacation: Accrual equal to two weeks annually increasing with length of service. Administrative Leave: 80 hours per year, ability to cash-out up to 80 hours.
- ◆ Sick Leave: 96 hours per year, reported to CalPERS at retirement for additional service credit.
- ◆ Long Term Disability: City provides coverage up to two-thirds of annual salary, maximum monthly benefit of \$10,000. City pays full premium.
- ◆ Life Insurance: 2x annual salary up to \$250,000 maximum. City pays 100% of premium.
- ◆ Health: City contribution for medical is capped at \$690.17 for employee only, \$1,380.39 for employee plus one, and \$1,794.51 for family coverage. City pays 100% of premium for dental, vision, and chiropractic plans. Medical plans are offered through CalPERS with a variety of HMO and PPO options. Cash in lieu for employees who opt out of City sponsored medical.
- ◆ Flexible Spending Plan: City promotes participation in a Section 125 Cafeteria Plan.
- ◆ CalPERS Retirement: New employees 2% @ 62, employee pays employee share based on actuarial evaluation as defined under PEPPRA plus 5% of the employer share; classic employees 2% @ 55, employee pays 7% employee share and 5% of the employer share. The City does not participate in Social Security.
- ◆ Additional Benefits: Tuition reimbursement, Employee Assistance Program, and Catastrophic Leave donation plan.



The City of Lodi is an Equal Opportunity Employer

The Process

To pursue this compelling career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume, and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

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The final filing date for this recruitment is July 9, 2021.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or by email: paulk@averyassoc.net or Bill Lopez at 408.888.3099 or by email: williaml@averyassoc.net.