



Ventura County Library
explore, discover, and connect

Under general direction, the Deputy Director plans, directs, and manages the daily operations of the County Library system; acts on behalf of the Director Library Services. Will be responsible for the on-going operations of the Ventura County Library Services including developing policies and procedures; assisting in the development of goals and objectives for library programs; development of budget, policies, and operational procedures; defining staffing levels for operational divisions; supervising division managers; analyzing library resources; monitoring and evaluating library services, programs, and technology; and acting for the Director Library Services in their absence.

The ideal candidate will be able to act independently to move Ventura County Library Services forward by creating, implementing and guiding new initiatives.

To apply for this great opportunity, please do one of the following:

- E-mail your current resume and answers to the supplemental questions to Jessica.Ruiz@ventura.org;
- Mail a hard copy resume and answers to supplemental questions to:

Jessica Ruiz
County of Ventura, Human Resources Division
800 S. Victoria Ave., L-#1970
Ventura CA 93009

- Submit an on-line application at www.ventura.org/jobs and attach your current resume and answer the supplemental questions.

RESUME EVALUATION

All resumes will be reviewed weekly beginning May 23, 2018 to determine whether or not the stated requirements are met. All relevant work experience needs to be included in order to determine eligibility.