



HUMAN RESOURCES
BURNABY PUBLIC LIBRARY
6100 WILLINGDON AVENUE
BURNABY BC V5H 4N5

Burnaby Public Library invites applications for the following position.

BRANCH MANAGER, MCGILL

(Temporary Full-Time Until Approximately May 2023)

Burnaby Public Library is seeking a Branch Manager to lead a team of skilled and dedicated staff at the McGill Branch to deliver exceptional library service to Burnaby's diverse community.

About Burnaby Public Library

Burnaby Public Library is located on the ancestral and unceded homelands of the hə́nq̓əmiḥə́m̓ and Sk̓wx̓wú7mesh speaking peoples. We are grateful for the opportunity to work on this territory.

Burnaby Public Library empowers the community to engage with and share stories, ideas and information. Our vision is a welcoming community where all people can explore, learn and connect.

Burnaby is the third largest city in British Columbia, with excellent rapid transit links, significant parkland, and well-equipped recreational facilities. Our 230,000 residents speak more than 100 languages, and more than half of our culturally diverse population has a mother tongue other than English.

BPL's four branches are important public spaces, meeting places and centres for discovery and dialogue, anchored by our broad and deep collections and our commitment to in-person service. BPL is changing to continue to meet the needs of our highly diverse community, with an increased emphasis on community-led approaches and connecting with people outside the library, a greater focus on digital literacy, and a commitment to upgrading and rethinking our public and staff spaces.

BPL believes that diversifying our leadership team will make our organization stronger and more reflective of the community we serve. We strongly encourage applicants of all genders, ages, ethnicities, cultures, abilities, sexual orientations, and life experiences to apply.

BPL wants our exempt leadership team to reflect the racial diversity of the community we serve. Preference will be given to individuals who identify as Indigenous, Black or a person of colour under a [Special Program](#) approved by the Office of the BC Human Rights Commissioner.

About the Position

Reporting to the Assistant Director, Public Service, the McGill Branch Manager is responsible for leading the work of staff in Burnaby's northwest quadrant. Located in Confederation Park, home of the soon-to-be-redeveloped Eileen Dailly Pool and Confederation Recreation Centre, and walking distance from thriving neighbourhoods like the Heights and Brentwood, McGill is a busy branch with high circulation, users that rely on its strong collection, and a growing number of potential users in need of innovative services.

This position is also responsible for the Library's Digital Initiatives and Learning portfolio. This role is responsible for coordinating system-wide public services and programming strategy related to learning technology and building digital skills. It identifies and responds to emerging trends in digital service needs from the community. It also forges new partnerships with digital skills and technology-based groups, and connects partners with staff to pursue initiatives.

Key Responsibilities

Leads and empowers staff to provide welcoming, inclusive service to patrons of all ages in northwest Burnaby.

Develops services and programs, administers facilities, and supervises staff at the McGill Branch.

Inspires and enables staff to engage with partners and community members outside the library walls to deepen BPL's knowledge of our community, to identify barriers to library service, and to develop relevant and inclusive library services.

Works collaboratively with colleagues in BPL and in the City of Burnaby, and with community and library partners, to deliver on library strategic priorities and address community needs.

Works with the Chief Librarian and other members of the management team to develop library services; plans, delivers and evaluates services and projects; and prepares annual and long-range budgets.

Supports and motivates staff to develop, grow and stretch in an organizational culture that reflects BPL values.

About the Ideal Candidate

A master's degree in librarianship.

Considerable leadership experience in libraries.

A commitment to an inclusive and community-led approach to service design and delivery.

A trusted leader with a collaborative leadership style and a track record of listening to, inspiring and empowering staff.

A visionary, strategic and critical thinker with a demonstrated ability to encourage innovation and drive transformational change.

A keen understanding of library and community trends, informed by broad connections with people inside and outside the library community.

An exceptional communicator with a straightforward style and excellent political acumen.

Experience working in diverse communities and proven relationship-building ability involving numerous stakeholders within the municipal, library, community and business sectors.

An individual who embraces empathy and brings different experiences and perspectives that will add to and challenge our leadership team.

We Offer

Annual salary of \$87,657 to \$105,118 (2021 rate).

A competitive and comprehensive benefits package.

Submit your resume and cover letter to libadmin@bpl.bc.ca by 2021 December 22. Please quote

Competition #29/2021.12.09

We consider equivalent combinations of experience and education, and encourage you to apply even if you do not have all of the qualifications we list here. If you have any questions about the position please reach out to Assistant Director, Public Service, Heidi Schiller at 604-436-5432 or heidi.schiller@bpl.bc.ca For information about BPL please visit our [website](#). We thank all applicants for their interest in Burnaby Public Library however only those selected for an interview will be contacted.

All external applicants are required to be fully vaccinated for COVID-19 as a condition of hire. External applicants who are not able to obtain a COVID-19 vaccine for a reason related to a personal characteristic protected by the BC Human Rights Code can request an accommodation at any time during the recruitment process.