



Jefferson County Public Library
seeks an exceptional

DIRECTOR OF STRATEGY & ENGAGEMENT

Jefferson County Public Library will always be here to connect you to the people, ideas and inspiration for whatever's next in life. Define your destination, and we'll help you get there. So you can **ALWAYS BE** learning. **ALWAYS BE** creating. And **ALWAYS BE** discovering something new.



Jefferson County
PUBLIC LIBRARY
ALWAYS BE

ALWAYS BE EXPLORING



JEFFERSON COUNTY AT A GLANCE

Square Miles	773
Population	580,233
Incorporated Cities	Arvada, Bow Mar, Edgewater, Golden, Lakeside, Lakewood, Mountain View, Westminster, Wheat Ridge
Unincorporated Communities	Applewood, Aspen Park, Bergen Park, Conifer, Deckers, El Rancho, Evergreen, Genesee, Idledale, Ken Caryl, Kittredge, Littleton, Pine Junction, South Jeffco
Demographics:	
White	78%
Latino	15%
Other	4%
Asian	3%
Median Age	41
Median Household Income	\$75,170
Median Home Price	\$334,100
Median Monthly Rental	\$1,345

Source: 2013-2017 American Community Survey 5-Year Estimates



JEFFERSON COUNTY, COLORADO...A GREAT PLACE TO WORK, LIVE AND PLAY

Located west of Denver and just east of the Rocky Mountains, Jefferson County, Colorado is one of the best-kept secrets of the West. It offers something for everyone: a robust and growing economy, thriving urban areas, nationally-acclaimed schools, a wealth of cultural attractions, magnificent scenery, and a near-perfect climate with more than 300 days of sunshine every year. Spanning 773-square-miles, Jefferson County offers diversified geographical settings - from urban, small town and rural lifestyles, to vibrant mountain communities.

Jefferson County has a high-performing K-12 school district, and Colorado boasts a number of nationally recognized colleges and universities, including the University of Colorado, Colorado State University, University of Northern Colorado, Colorado School of Mines, University of Denver, Metropolitan State College of Denver, Rocky Mountain College of Art and Design, and Arapahoe, Front Range and Red Rocks Community Colleges.

Jefferson County is also home to a number of well-established Fortune 500 companies. In addition, it is becoming a recognized center for new-economy industries. With companies in aerospace, aviation,

bioscience, and renewable energy, Jefferson County has one of the highest-educated workforces in Colorado.

Jefferson County and Colorado also offer exciting opportunities for recreation and entertainment. The Arvada Center for Arts & Humanities, Lakewood Cultural Center and the Belmar Center provide local arts and cultural opportunities, and all of Denver's attractions - including the Denver Art Museum, Denver Museum of Modern Art, Denver Center for the Performing Arts, Denver Symphony, Denver Museum of Nature and Science, and more - are only moments away.

Sports enthusiasts can root for several winning sports teams, including Colorado's beloved Rockies, Broncos, Nuggets and Avalanche, and music lovers enjoy Red Rocks Park and Amphitheatre, one of the top tourist attractions in the state.

For outdoor enthusiasts, Jefferson County is a veritable paradise, home to three national forests, two state parks and nearly 56,000 acres of open space with 244 trail miles, offering abundant hiking, camping, fishing and rafting opportunities. In addition, world-class resorts offering skiing and snowboarding are a short drive away.

ALWAYS BE LEARNING



JCPL AT A GLANCE

Year Established	1952
Population Served	583,705
Library Cardholders	287,948
Facilities	10 libraries, a service center and leased office and warehouse space
Outreach	Bookmobile, cargo van, robust community outreach and homebound delivery
Location of Library Administration	Lakewood, CO
Collection	1.2 million books, CDs, DVDs, periodicals, audiobooks and eBooks
Patron Library Visits	2.7 million
Patron Web Visits	2.8 million
Items Circulated	7.8 million
Circulation per Capita	13.45
Summer Reading Club Participants	44,928
Programs and Classes Offered	10,807
# In-library Volunteers	293
2019 Adopted Budget	
Total Sources of Funds	\$45.4 million
Total Operating Expense	\$35.8 million
Total Debt Service	\$1.5 million
Planned Capital Expenditures	\$8.2 million
Fund Balance	\$17.5 million
#FTEs	293



OUR LIBRARY

Jefferson County Public Library is poised to take its rightful place as a leading U.S. Library system.

First established in 1952, Jefferson County Public Library (JCPL) quickly grew into a technologically progressive and service-oriented library system.

JCPL was the first library system in the nation to move to an online catalog, and over the years, we have initiated radio frequency identification (RFID), self-checkout, automated materials handlers, holds lockers and vending machines, self-holds pickup, downloadable eBooks, streaming media and laptops and hot spots for check out. We are committed to giving Jefferson County residents equal and convenient access to relevant materials and current and emerging technologies as we go forward.

JCPL is also a leader in community outreach. Library leadership, maintaining proactive partnerships with key community stakeholders and a strategic focus on shared community goals. For these and other reasons, JCPL was recognized for innovation and excellence by Library Journal and Gale in the 2009 and 2010 Library of the Year award competitions.

During the 2008 recession, JCPL was forced to reduce services, lay off staff and delay much-needed upgrades to technology and facilities. Since then, we've established a solid foundation from which to launch an exceptional future. Over the past few years, we've:

- secured the future of the Library with a successful mill levy initiative;
- introduced an innovative service model, with increased emphasis on proactive customer service and community outreach;

- implemented an annual benchmarking process to track our performance against a basket of similarly sized public library peers;
- sharpened our focus on delivering measureable results and supporting shared community goals;
- completed a comprehensive analysis of our Information Technology structure. That, coupled with regular participation in the Urban Library Council's Edge Initiative and the University of Washington's Impact Survey, will help us to ensure patron access to current and emerging technologies;
- continued to enhance Library programs and services; and
- undertaken a deep, data-driven analysis of our organizational structure and staffing needs (2017 Organizational Analysis), and facilities needs (2018 Facilities Master Plan).

Now, we're looking for an innovative, results-oriented professional who can build on these foundations and help position JCPL at the forefront of Library services. Our new strategy and engagement director will have everything needed to take JCPL to the next level and beyond, including a dedicated Board of Trustees, an accomplished executive director, supportive Executive and Director Teams, an exceptional cadre of committed and professional employees, and sufficient funding to support innovation and excellence for years to come.

www.jeffco.us/jobs

ALWAYS BE IMPROVING



JCPL is governed by Colorado Library Law and organized as a component unit of Jefferson County Government.

The Library is supported primarily through property taxes collected by the county. In 1986, Jefferson County voters approved a dedicated library mill levy of up to 3.5 mills. In 2015, they voted to increase the Library's mill levy to a maximum of 4.5 mills, thereby securing the future of the Library for years to come. Annually, the Library Board of Trustees develops the budget and mill levy required to deliver Library services and an elected Board of County Commissioners appropriates the Library's budget and sets the Library tax levy to be collected.

The seven-member Library Board of Trustees uses the Carver and Charney Policy Governance Model as the framework to guide its decision-making. Under policy governance, the Library Board of Trustees sets Library policy, defines long-term expectations for Library service, has fiscal and legal responsibility for JCPL, and hires and provides direction to the executive director.

The executive director of Jefferson County Public Library provides vision, leadership and direction to the organization for the benefit of the residents of Jefferson County and the library profession.

The director of strategy and engagement works closely with the executive director to engage our Board and staff in an effective and efficient planning process, develop JCPL's strategic vision, long-range plans and budgets, identify and track appropriate performance measures and support the delivery of leading-edge, high-value library programs and services.

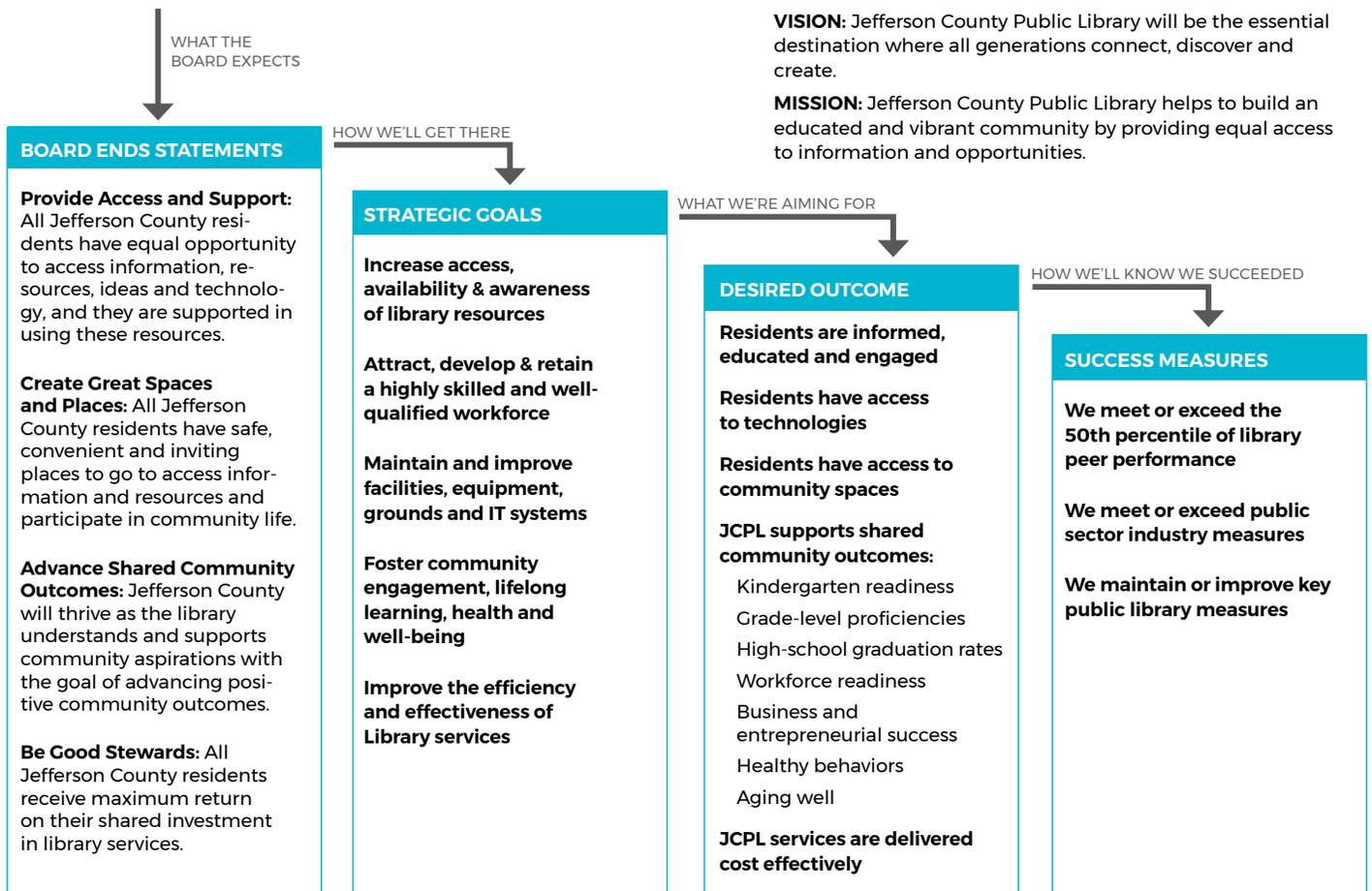


OUR PLAN

Our 2019 plan is a collaborative effort between our Board and staff. The Board is responsible for developing Ends Statements that define the purpose of the organization and serve as overarching goals to

guide the work of the Library. Strategic initiatives are then developed by Library staff and approved by the Board to ensure progress toward the achievement of the Ends Statements.

JEFFERSON COUNTY PUBLIC LIBRARY 2019 STRATEGIC PLAN



VISION: Jefferson County Public Library will be the essential destination where all generations connect, discover and create.

MISSION: Jefferson County Public Library helps to build an educated and vibrant community by providing equal access to information and opportunities.

www.jeffco.us/jobs



ALWAYS BE CONNECTING

OUR DIRECTOR OF STRATEGY AND ENGAGEMENT

Opportunities and Challenges

Jefferson County Public Library (JCPL) is poised to position itself at the forefront of library service. In this recruitment, we're looking for someone with high emotional intelligence who is equally comfortable with detailed financial statements, complex analytics, deep community relationships and creative and innovative communications. We want someone who intrinsically lives our brand and is friendly, caring, trustworthy, connected and empowering. Someone, who is looking for an exciting and nurturing environment where they take their career to the next level and take us with them.

Our next director of strategy and engagement will have the opportunity to:

- Work with executive director and leadership teams to develop and implement an integrated, efficient strategic planning process
- Assess and plan for organization growth in line with strategic purpose; identify and build strategic capacity at key points in the organization
- Oversee efforts to collect, organize, validate and make available data from a variety of sources
- Ensure metrics and evaluation tools are used to demonstrate effectiveness and impact of JCPL programs and projects
- Assist executive director with allocation of resources to effectively deliver on organizational strategy

- Establish communication strategies that further the mission and goals of JCPL and ensure communication to key constituencies
- Establish, develop and maintain strong relationships with key partners, local and national media and press outlets
- Plan, design, implement and evaluate strategic partnerships and collective impact initiatives undertaken to advance shared community goals, participate in community building initiatives, and coordinate volunteerism
- Direct JCPL's social networking presence and policies; make decisions on release of information in compliance with laws governing patron confidentiality

Education and Experience

The director of strategy and engagement should hold a Master's Degree in business, public administration, communications or library science (or the equivalent) and have at least five years of progressively responsible management experience in strategy, communications, or budgeting, including a minimum of 3 years of direct supervision of professional staff. Must demonstrate a proven track record of success in one or more key areas of accountability (planning, finance, data and project management and community engagement).



Compensation and Benefits

For the candidate who enjoys working with a highly motivated board, staff and public, a generous benefits package is offered, including:

- Competitive salary, with hiring range from \$77,806 to \$101,148 (Full range up to \$124,490.90 annually)
- Leave package includes 11 paid holidays and 29 days of paid time off (PTO) per year
- 401(a) with 100% match offered by the Colorado County Officials and Employees Retirement Association
- Optional 457 Deferred Compensation retirement savings plan

- Health, Dental and Vision Insurance for the employee and eligible family members
- Life insurance, short and long-term disability and accidental death benefits
- Robust Employee Assistance Programs including mental health services
- Professional development, wellness and recognition opportunities
- Relocation Assistance is available

- 2019 Jefferson County Benefits Guide
- 2019 Jefferson County Benefits Guide - 3x Life
- Job Description
- Physical Demands Supplement



HOW TO APPLY

To be considered for this exceptional opportunity, please apply at www.jeffco.us/jobs. Please submit a cover letter, resume and contact information with your online application.



Jefferson County
PUBLIC LIBRARY

ALWAYS BE



10200 W. 20TH AVE.
LAKEWOOD, CO 80215
303-235-5275



Jefferson County
PUBLIC LIBRARY
ALWAYS BE