THE CORPORATION OF THE TOWNSHIP OF LANARK HIGHLANDS

Is seeking applications for a position on the Lanark Highlands Library Board of Directors:

**Qualifications:**

Besides an abiding passion for libraries, you must be:

- At least eighteen years old;
- A Canadian citizen;
- A resident of the Township of Lanark Highlands

And the applicant must **NOT** be:

- employed by the board or by the municipality

**Commitments:**

- To participate as part of the Board team to accomplish the Library’s mission
- The Board member represents a community perspective, and is expected to represent the Library in the community
- Volunteer position
- Ten (10) monthly meetings per year, on Wednesday evenings
- Occasional committee meetings

**Responsibilities of the Library Board include but are not limited to:**

1. Prepare a job description for, hire, and provide regular periodic evaluations of the Chief Executive Officer (CEO).
2. Determine the mission of the Library and adopt written policies, consistent with that mission, to govern the operation of the Library.
4. Secure adequate funds to carry out the Library’s plans and participate in the annual budgeting process for the Library.
5. Be knowledgeable about and comply with applicable laws, regulations, bylaws, and policies.
6. Advocate for legislation favorable to libraries on the local, provincial and federal levels.
7. Be an advocate to the community and constituents for the Library and for Board decisions.
8. Participate fully in the Board meeting process: Review materials that are sent to Board members prior to the monthly meeting and be prepared to participate fully in the meeting. Attend as many of the meetings as possible.

Please apply in writing to:

The Township of Lanark Highlands
75 George Street, Box 340
Lanark Highlands ON
K0G 1K0

Or:

The Lanark Highlands Public Library
75 George Street, Box 249
Lanark Highlands ON
K0G 1K0

For more information, please contact the Library at (613) 259-3068.