Imagine yourself in Boise, Idaho

Idaho’s capital city of Boise offers easy access to both urban and rural living, which is one of the many reasons it is consistently ranked one of the best places to live in the U.S. Idaho is a paradise of rivers, canyons, lakes, mountains and deserts, offering endless opportunities for residents to enjoy nature. Arts and cultural activities, shopping, farmers markets, elegant restaurants, street cafes, and lively nightlife attract residents to experience the city life of Boise’s walkable and friendly downtown. It is a perfect balance between amenities like concerts and festivals, cultural events and great restaurants, and being able to get away from everything into nature, as close as the Boise River Greenbelt and Foothills Ridge to Rivers Trail system within minutes of downtown. Boise is an ideal location for a talented library professional (with your family, pets, solo, and everyone in-between) to love life with its tight-knit community, safe streets and neighborhoods, thriving arts and culture, recreational opportunities, low crime, and low cost of living.

Highlights of Boise for families and recreationalists are the hundreds of acres of parks and open space preserves, some knitted together by the Boise River Greenbelt, with even more to discover tucked away in neighborhoods across the city. Chances are, no matter where you find yourself, you’re within a few minutes’ walking distance of one of our parks or amenities. The renovation of Rhodes Skate Park in 2016 was a huge success when the professionally designed park became a national attraction. Thousands of spectators come to watch the best BMX and skateboard athletes compete in Boise for the X Games Park Qualifier. The river boasts a whitewater wave shaper for surfing and kayaking, and more recently a challenging bike skills park was built near the foothills.

Boise is home to the famous Anne Frank Human Rights Memorial, the only human rights memorial in the U.S. The complex and educational park is located next to the Main Library.

Thanks to the Public Arts Program administered by the Department of Arts and History, residents and visitors can experience art in public places around the City. Since the ordinance was passed almost 20 years ago, 1.4% of capital project funds have been allocated for public art in city facilities.

In 2019, the City of Boise became a welcoming city by Welcoming America, reflecting the city’s long-standing work to help immigrants and refugees become members of the community. The Boise Police Refugee Liaison works directly with the refugee population of Boise. Interestingly, there are more than 92 languages spoken by students in the Boise schools.

Residents pride themselves on core values of kindness and generosity, and it shows in the level of civility and civic engagement, as evidenced by high rates
of volunteerism and non-profit donations. Innovative initiatives for the City of Boise, just to name a few, are Boise Bike Week, Boise Pre-K Project, Curb It, Energize Our Neighborhoods, Our Path Home, Neighbors United, and the Boise Climate Plan for sustainability.

The Boise Valley is nestled between bench lands to the south and mountains to the north.

With more than 225,000 people living in Boise, it is the most populous city in Idaho and the county seat of Ada County. Boise is the 8th fastest-growing city in the country. Its population grew in 2017 by 3.08%, as well as employment by 30.58%. It has the 7th highest number of bicycle commuters per capita with almost 4% of commuters cycling to work.

Average temperatures during Boise’s four distinct seasons range from lows of 24° and highs of 91° providing the perfect climate for just about anything you can imagine. On average, there are 206 sunny days per year in Boise. Winters are moderately mild with snowfall averages 19 inches, usually about 3 inches or less at a time. Spring and fall are mild. Averaging about 11 inches annually, rainfall is usually infrequent and light, especially so during summer months.

The City of Boise has a strong mayor-council form of government. The six-member City Council has budget and policy-setting authority for the city, each working part-time for a four-year term. The Mayor works full-time, managing the operations of the City and providing policy direction and leadership to the City Council. Operating on a 2020 budget of $241.3 million, the city of Boise has a highly engaged workforce of more than 2,000 employees.

To learn more about what makes Boise the not-so-secret gem of the west, take a peek at some of these resources:

- Boise Economic Partnership Regional Overview
- Boise Convention and Visitors Bureau
- Insider.com article
- Boise Metro Chamber
- Boise is Waiting
- The 10 Best Cities in the U.S. to move to right now
- 2019 Top 100 Best Places to Live
The Boise Public Library's mission is to improve community members' quality of life by supporting their efforts to enhance knowledge, realize creative potential, and share ideas and stories. One example of how this mission comes to life is the Share Your Story initiative. Residents are invited to share their personal library stories online. The Library curates and shares these stories to foster empathy, inspire imagination, and create community.

Celebrations began in February to highlight Boise Public Library’s 125 years of continuous library service. From its start in a public reading room at City Hall in 1895, and then as a Carnegie library in 1905, it has expanded over the past 125 years into an essential community asset. Throughout 2020, the Library will be offering a series of programs to highlight the library’s vital role in the community.

In addition to the Main Library in downtown Boise, residents have access to a strong neighborhood library system, with branches in Bown Crossing, Cole & Ustick, Collister, and Hillcrest communities, as well as a digital branch at the Boise Airport. The Library at Cole & Ustick received Gold LEED certification for its green features and sustainable design, while the Library at Bown Crossing is seeking Silver LEED certification, examples of the city’s commitment to sustainable environmental design.

Creativity and innovation abound at the Library. As the community’s information needs change, the Library offers materials and services to satisfy the residents. Library customers check out more than books. Cardholders stream movies and music, download e-books, eAudio and digital magazines, take classes, and even check out robots and laptops. Just in the past decade, the Library has expanded its digital literacy to include 3D printing, Virtual Reality, laser engraving, and tech help sessions.

One of the major events of the year is the Boise Comic Arts Festival, which showcases local and international talent and has always drawn large crowds for the workshops, displays, book signings, and cosplay contests that attract people of all ages.
This year the festival will be a virtual event in September and will include a variety of online panel discussions and virtual contests.

The Library is a department of the city of Boise and relies primarily on local property taxes for funding. The annual budget is set as part of the city’s annual budget process and approved by City Council. Additional financial support comes from the Friends of the Boise Public Library and the Boise Public Library Foundation.

Fifty years ago, the Friends of the Boise Public Library formed with the aim of making the library a center of learning, recreation, and information. Since then, the local citizens have been busy organizing book sales, running Tree City Books bookstore, selling books online and growing their membership. Since its beginning in 1970, the Friends have raised more than $3 million for library facilities, programs, staff education, and services.

Another essential library partner is the Library Foundation, whose first achievement was raising $850,000 to remodel the Main Library. Since 1985, this volunteer group of community leaders has supported their library with the Bucks for Books campaign, Masquerade Balls and At Home events, completion of a branch community room, and funding to support computers for public and staff access at Main Library. They work hard to provide a permanent endowment fund to strengthen Boise Public Library’s future impact.
Downtown Library

The Main Library is located in downtown Boise adjacent to the Boise River and greenbelt, just a few blocks from the Capitol to the north and Boise State University to the south. Over the last few years the City has worked on an ambitious plan to raze the current structure, which was originally a warehouse, and build a new library on the same site. In November 2019, voters approved an initiative that would ensure more public input in the planning and design process. The Board of Trustees is currently working closely with the newly elected Mayor and City Council to engage residents in a planning process that will result in a new facility in downtown Boise that will benefit the entire community.

Library Governance

The Mayor appoints and the City Council approves all five members who serve on the Library Board of Trustees. Board members are appointed for five years and may serve two terms. The Mayor, in partnership with the Boise School District, may also appoint two youth members to serve as a non-voting members of the Board.

As a governing body established by State Code, the Board of Trustees is responsible for hiring, supervision, and evaluation of the Library Director, and sets policy for the operation of the public library.
The Library Director is an “at will” employee of the City of Boise. As stated in the Job Description the Director “Manages and directs programs and activities of the Boise Public Library. Determines and implements department programs, policies and processes and conducts long-term planning in support of the City strategic plan. Establishes and ensures department goals and objectives are accomplished. As an Appointed Officer under general direction from the Library Board of Trustees, Mayor and City Council, work is performed within policies and administrative regulations with wide latitude for exercise of independent judgment.”

The Library Director is hired and evaluated by the Library Board of Trustees.

The Position

The new director will be expected to:

• Provide vision and leadership for the development and implementation of a new strategic plan and a facilities master plan
• Lead and support a facility planning process to address the current Main Library downtown, which was originally built in 1946 as a warehouse before being converted to the library in 1973
• Continue to develop a responsive organizational structure that will enhance effectiveness, efficiency, and customer service
• Foster an organizational culture that embodies and values equity, diversity, and inclusion, reflective of the community we serve
• Encourage and support staff in their efforts to develop new and innovative programs to serve local residents
• Establish and nurture partnerships with local organizations, businesses, and community stakeholders to create a more engaged community and make a positive impact on the lives of local residents
• Champion a culture of intellectual freedom, reading, lifelong learning, and 21st century literacies
• Create and implement a robust staff development plan to ensure all staff have access to mentoring and coaching for the skills needed not only to complete their assigned tasks but to enable them to be eligible for promotion and further prepare them to assume leadership positions

The Opportunity

By the Numbers

FY 2019

Population served: 228,790
Facilities: Main Library and 4 branches
Operating budget: $13,022,785
Number of employees: 153
FTE staff: 112.93
Library materials budget: $1,180,837
Collection size (number of items): 397,962
Circulation/Items Borrowed: 2,747,344
Registered borrowers: 123,087
Public computer Internet sessions: 197,983
Hours open per week Main Library: 64
Branch Hours open per week: 50 per branch
Volunteers Number: 237
Volunteer Hours contributed: 17,415
Programs/Events: Number: 5,321
Program Attendance: 115,880
The Ideal Candidate

**A Respected Administrator**
- Demonstrates outstanding fiscal management, strategic planning, and adept collaboration skills with the Mayor and City Council, the Board of Trustees, staff of City departments, and community partners
- Engages effectively with all staff and empowers them with the authority and resources to carry out their responsibilities, and fosters a creative and engaged environment where excellence, innovation, and collaborative teamwork can thrive
- Oversees the development of collections in multiple formats, physical and digital, to meet community needs
- Ensures that library facilities and grounds are attractive, safe, and comfortable for all to use and enjoy
- Demonstrates a commitment to ethical behavior and to the core values of the library profession

**A Strategic Thinker**
- Thinks strategically and makes sound decisions under pressure
- Is skilled in strategic planning and plan implementation
- Makes wise, fair, and timely decisions based on solid facts
- Understands and consistently uses effective measurement and evaluation methods to improve library operations and services for the public
- Solves problems creatively

**A Communicator**
- Provides timely, accurate, and relevant information on critical issues to the Mayor and City Council, Board of Trustees, library staff, colleagues, and the public
- Serves as an eloquent, passionate, and visible library spokesperson advocating for the library, the services it provides, and the constituencies it serves
- Communicates with community residents, library customers, and library staff with openness, responsiveness and humility
- Is an attentive and respectful listener
- Has a sense of humor

**An Innovative and Visionary Leader**
- Develops and communicates a compelling vision of a modern public library, with services and programs responsive to community needs and interests
- Uses library spaces in ways that make them locations for experimentation, innovation, education, recreation, and relaxation
- Has a proven track record of managing change and fostering continuous improvement including alternative service delivery methods
- Exhibits intellectual curiosity and demonstrates a commitment to personal lifelong learning
- Has a knowledge of current trends and best practices in libraries

**A Relationship Builder and Community Partner**
- Works collaboratively and effectively with the Mayor and City Council, Board of Trustees, library staff, the Friends of the Library, the Library Foundation, and key stakeholders to chart and realize the library’s mission
- Shows genuine commitment to racial and social justice
- Demonstrates cultural competence and has a history of responsiveness to community residents, library users, and library staff
- Participates effectively in the library’s private fundraising efforts
- Acts with a high level of integrity and develops relationships based on dependability and honesty
- Is active in professional and civic organizations
Qualifications

Highly qualified candidates will have a Master’s degree in Library Science, or equivalent, from an ALA-accredited graduate program and ten years of public library experience, including three years of administrative experience. Ideally, this would include:

- Management experience in a public library system with multiple service locations
- Experience providing library service to diverse communities
- Successful experience with strategic planning
- Significant experience with all aspects of a major library building project

Any combination of education and experience which provides the requisite knowledge, skills, and abilities will be considered.

Compensation and Benefits

The city of Boise is among the very best when it comes to the benefits and perks offered to employees. In addition to an attractive and competitive salary, negotiable from $125,000, commensurate with the qualifications and experience of the selected candidate, a robust benefits package will be provided that includes zero-premium medical insurance for your entire family; a well-managed Public Employee Retirement System of Idaho (PERSI) defined benefit membership plan with vesting at 60 months; and 4.5% salary match into deferred compensation. Generous leave plans are also offered.
Selection Process and Timeline

The Boise Public Library Board of Trustees has engaged the executive search firm June Garcia LLC. To be considered for this exceptional opportunity, please forward electronically a compelling letter of interest that positions you as the ideal candidate to inspire and lead the Boise Public Library to fulfill its vision, mission and values, plus a résumé, and contact information for a minimum of three work-related references to June@JuneGarcia.com. References will not be contacted until mutual interest has been established. This recruitment will be handled with strict confidentiality.

Review and evaluation of candidates will be conducted by the Search Committee and June Garcia upon receipt of completed materials.

The following timeline has been established:

- **Applications due: September 14, 2020**
- **First round of interviews: Week of September 21st**
- **Final interviews: Week of October 5th**

The Search Committee will conduct the first round of interviews via Zoom or similar technology. It is anticipated that each interview will last 50 minutes.

It is likely, based on current travel conditions and in-person gathering limitations, the final interviews with the Board of Trustees will also be held using electronic meeting technology. To the extent possible, sessions will also be held for library staff and community stakeholders to converse with each of the finalists.

If it is possible to conduct the final interview process onsite, it is anticipated that it will consist of a variety of activities held over two days, which may include tours of library facilities, meet and greet sessions with library staff and community stakeholders, and a formal interview by the Board of Trustees.

It is the intent of the City and the Board of Trustees to keep the names of applicants and candidates confidential. This recruitment incorporates existing rules and regulations that govern public sector recruitments in the state of Idaho. In accordance with public disclosure/open record laws, names of candidates determined to be finalists shall be released publicly prior to final interviews. A background check will be completed on the preferred finalist. Prior authorization of the finalist will be obtained.

Inquiries are welcome. Please contact June Garcia at (303) 522-2225 or June@JuneGarcia.com.