



HERMISTON
OREGON

Where Life is Sweet

LIBRARY DIRECTOR

$101,376 - $123,348

Plus, excellent benefits including a 5% bilingual pay incentive for qualified Spanish speakers.

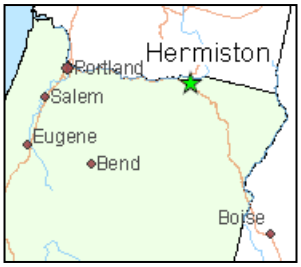
Apply by
February 7, 2027
(First Review, Open Until Filled)

PROTHMAN





THE COMMUNITY



Tucked into the sunny Columbia Basin of northeast Oregon, the city of Hermiston blends small-town warmth with regional reach. Known as the Watermelon Capital of the Northwest, this city of over 20,000 is the largest in Eastern Oregon and a hub for agriculture, logistics, health care, education, and industry. Incorporated in 1907, Hermiston sits seven miles south of the Columbia River, Lake Wallula, and McNary Dam, surrounded by irrigated farmland and the open Columbia Plateau. A dry, temperate climate brings warm summers, mild winters, and just 10 inches of annual precipitation, which is ideal for year-round outdoor living.

The affordability of the region is a draw, with a cost of living below both the Oregon and national averages and home prices among the most accessible in the state. Neighborhoods range from established streets and new family-friendly developments to manufactured housing, and senior communities, with recent infrastructure investments opening new growth areas. Families are well served by the Hermiston School District, offering programs from prekindergarten through grade 12, while Blue Mountain Community College's Hermiston center partners with Eastern Oregon University to expand four-year degree access close to home.

Recreation is woven into daily life, with more than 12 miles of trails winding through town, complemented by the Hermiston Family Aquatic Center at the base of the iconic Hermiston Butte, the colorful Funland Playground, and favorites like Victory Square Park and Riverfront Park.





Big River Golf Course offers an 18-hole layout just north of town, and a short drive opens up Hat Rock State Park, the McNary Wildlife Nature Area, and miles of Columbia River trails for boating, kayaking, paddleboarding, and fishing. The Eastern Oregon Trade and Event Center anchors regional gatherings, while Melon Fest, the Farm-City Pro Rodeo, downtown shops and tasting rooms, and nearby Columbia Valley wineries keep the local calendar full.

Hermiston is also well connected for a city its size, with I-84, I-82, and U.S. 395 converging nearby, regional aviation from the Hermiston Municipal Airport, and the Tri-Cities just 35 miles north. With affordable living, big skies, strong schools, and genuine community pride, Hermiston offers a place to build a life, not just a career.

THE CITY

The City of Hermiston operates under a Council-Manager form of government. The City is governed by a nine-member City Council, which includes the Mayor and eight City Council members. The Council sets policy direction for the organization, while the City Manager is responsible for overseeing day-to-day operations and implementing Council priorities.

The City operates with a 2025/2026 total budget of $128 million, with 160.5 FTEs at the City. Services are delivered through departments and divisions that include Administration, Airport, Community Development, Energy Services, Finance and Utility Billing, Information Technology, Library, Municipal Court, Parks and Recreation, Police, Public Works, and the Eastern Oregon Trade and Event Center.

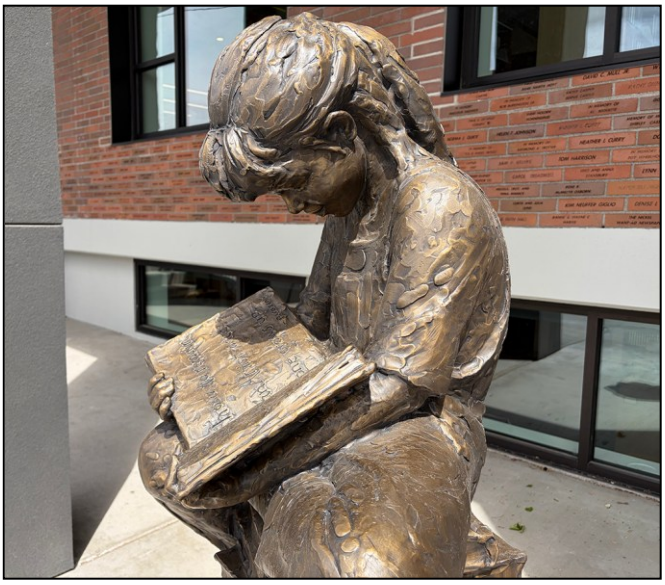
THE LIBRARY

The Hermiston Public Library is the City's public library department, providing residents of Hermiston and the surrounding community with access to information, learning resources, cultural programming, and public space. The library provides timely access to information and exposure to cultural events in a friendly and courteous manner, supporting learning, self-development, and life enhancement.

In October 2025, the Library officially reopened following a major renovation of its 1986-built facility. The fully modernized space introduces a new Maker's Space equipped with 3-D printers, a heat press, vinyl cutters, and engraving tools, along with expanded dedicated zones for children and teens, updated study rooms, and a brand-new staircase connecting the upper and lower levels. Improved lighting and layout, including larger windows for natural light, new art installations, and a giant Lite-Brite, create a bright, welcoming environment, and significant safety and accessibility upgrades ensure the building better serves all visitors.



The Library manages physical materials, digital materials, and access to shared holdings through the Sage Library System. Public services include reference assistance, interlibrary loan, technology and internet access, computer and print services, and support for patrons using library resources. Programming includes year-round activities for children, teens, and adults, including summer reading, teen activities, book clubs, and other community programs. The Library also maintains local history and genealogy resources, including archives, historical census microfilm, and materials related to Hermiston and Umatilla County history.



The Library's collection includes nearly 40,000 physical items, including books, DVDs, magazines, newspapers, microfilm, and other materials. It also provides access to more than 30,000 downloadable eBooks and audiobooks. As a member of the Sage Library System, Hermiston patrons have access to a broader shared catalog representing more than 70 libraries and over one million books and materials. The Library also maintains a Spanish-language collection with more than 200 Spanish-language books and Spanish-language videos.

The Library operates with 9.3 FTEs and a 2025/2026 total budget of $1,074,288. The budget is primarily an operating budget within the General Fund and includes $890,288 for personnel services, $154,000 for materials and services, and $30,000 for capital outlay. The Library also benefits from community support through volunteers and the Friends of the Hermiston Public Library, who provide approximately 130 donated volunteer hours each month.



THE POSITION

Reporting to the City Manager and serving as a member of the City's management team, the Library Director leads the day-to-day operations and long-range vision of the Hermiston Public Library, shaping how it serves a growing and engaged community. The Director provides direct supervision to professional, paraprofessional, and support staff while fostering a workplace culture grounded in service, learning, and community.

The Director also oversees daily operations, hires and develops staff, and guides the selection of print and digital materials, with regular reviews of the collection for quality, replacement, and relevance. Working in coordination with staff, the Director plans programs, special projects, and community outreach, and prepares news releases that share the Library's story with the public. The role also involves responding to inquiries from residents, civic groups, and partner organizations, and working closely with the Library Board, Friends of the Library, and community groups to ensure services remain responsive to local needs.

Administrative responsibilities include developing and managing the Library budget, preparing grant applications, and pursuing additional funding to expand programs and materials. The Director prepares internal and external reports and correspondence, sets short- and long-term departmental goals, and coordinates with state regulatory agencies and the Umatilla County Special Library District to ensure compliance with intergovernmental agreements and funding requirements.

For a complete list of responsibilities, please review the full job description found here.



THE IDEAL CANDIDATE

Bringing a strong foundation in library operations, the ideal candidate will demonstrate expertise in Integrated Library System management, collection development, materials budgeting, cataloging, circulation, data analysis, and reporting. Experience with program development, program evaluation, grant writing, fundraising, and strategic plan implementation will support continued service quality and organizational effectiveness. Knowledge of current library trends, emerging technologies, and modern service delivery models will be essential, along with experience transforming or modernizing library services to meet evolving community needs.

A successful leader in this role will guide staff through change, promote accountability, and support a positive and professional workplace culture. The ability to be hands-on, interactive, and accessible while avoiding micromanagement will be important. Sound decision-making, problem-solving, initiative, adaptability, and the capacity to motivate and inspire staff will contribute to effective operations across a complex service environment.

Exceptional communication skills will be essential, including active listening, strong verbal and written communication, public speaking confidence, and the ability to explain ideas clearly to diverse audiences. Transparent communication during periods of change or challenge will be critical. The skill to advocate for library services, build relationships, and communicate the value of the library to the public, City leadership, staff, and community partners will support trust, engagement, and long-term success.

Creativity, curiosity, innovation, and forward-thinking judgment will help the candidate identify new opportunities and think beyond traditional service models. Experience serving multiple generations, cultures, and language communities will be highly valued. Knowledge of cross-cultural communication, cultural awareness, empathy, inclusivity, and patience will support respectful engagement with diverse backgrounds and perspectives. Ultimately, a sustained commitment to public service and a genuine passion for lifelong learning will distinguish the right candidate. The ability to collaborate effectively within a City government structure and across a 12-library district will be essential.

OPPORTUNITIES & PRIORITIES

Reflecting the Community's Diversity: The next Library Director will have the opportunity to continue developing services, collections, and programs that reflect a diverse, multicultural, and multigenerational community. This includes embracing community perspectives and ensuring diversity is reflected in collection development, activities, programs, and the overall library experience.

Promoting Reading in New and Engaging Ways: The Library can continue to be a vibrant, welcoming place that promotes reading and offers reading-adjacent activities that bring people together. The next Director will strengthen the Library's role as a community space where residents of all ages gather, learn, explore, and connect.

Welcoming and Engaging Young People: With a community that values the involvement of young people, the next Director will have the opportunity to make the Library an inviting, meaningful place for youth and families. This includes recognizing the value of young people in the Library and continuing to develop programs and services that support their interests, learning, and sense of belonging.

Strengthening Community Partnerships: The next Director will have the opportunity to strengthen relationships between the Library and other community groups. Through partnerships and connections, the Library can expand its reach, support shared community goals, and serve as an accessible resource for residents across the City.

Bringing Fresh Energy and Ideas: The City is seeking an energetic Library Director who displays enthusiasm, curiosity, and a willingness to try new things. The next Director will bring fresh ideas and innovative approaches while continuing to promote reading, inclusion, and the Library's role as a welcoming community institution.

EDUCATION & EXPERIENCE

Candidates should have a Master's Degree in Library Science and six (6) years of progressively responsible professional library experience, **OR** any satisfactory equivalent combination of education and experience which ensures the ability to perform the essential functions of the position.

COMPENSATION & BENEFITS

- **$101,376 - $123,348 DOQ**
- 5% bilingual pay incentive is available for qualified Spanish speakers.
- Medical coverage through Blue Cross Blue Shield of Oregon.
- Oregon PERS retirement participation, with the City paying the employee's 6% contribution.
- Long Term Disability insurance.
- Dental coverage through Delta Dental or Willamette Dental, with orthodontia included.
- VSP Vision Care covering annual eye exams, lenses, and frames or contacts.
- Basic Life Insurance and AD&D ($20,000 each, City-paid), plus optional supplemental coverage for employee, spouse, and dependents.
- City contribution of 1% of base salary into a Mission Square 401a plan.
- Access to three deferred compensation plans.
- HRA VEBA account with annual deposits based on medical plan participation.
- Vacation leave scaled by years of service.
- Sick leave accrual of 10 hours per month.
- 10 paid holidays per year plus 2 personal days.
- Relocation assistance available for the right candidate.

For more information on Hermiston please visit:

www.hermiston.gov

www.hermistonchamber.com

The City of Hermiston is an Equal Opportunity Employer. Apply by **February 7, 2027** (first review, open until filled). Applications, supplemental questions, resumes, and cover letters are accepted electronically only. To apply, visit www.prothman.com, click "Open Recruitments," select "**City of Hermiston, OR – Library Director**" and click "Apply Online" or click here. Resumes, cover letters, and supplemental questions can be uploaded once you have logged in. Veterans requesting preference credit should indicate so in their cover letter and submit the veterans' preference form posted on the Prothman website.

PROTHMAN

www.prothman.com

206.368.0050

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