



The Corporation of the Township of Lanark Highlands is accepting applications for a position as the Lanark Highlands representative on the Arnprior Library Board:

Qualifications:

Besides an abiding passion for libraries, you must be:

- At least eighteen years old
- A Canadian Citizen or Landed Immigrant
- A resident of the Township of Lanark Highlands or Tay Valley Township or the Township of Drummond North/Elmsley

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
- Minimum of seven (7) meetings per year, on Wednesday evenings
- Occasional committee meetings
- Represent the Township.

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
3. Engage in a strategic planning process for 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, the applicable laws, regulations, bylaws, and policies

6. Advocate for legislation favourable 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:
 - a. Review materials that are sent to Board members prior to the monthly meeting and be prepared to participate fully in the meeting
 - b. Attend as many of the meetings as possible.

Please apply in writing by January 11th, 2021 to:

Township of Lanark Highlands
75 George Street
Box 340
Lanark, Ontario
K0G 1K0
commaffairs@lanarkhighlands.ca