



# OhioNet

Connect Communicate Collaborate



## POSITION PROFILE **Executive Director and CEO** January 2024

This search is managed in partnership with Summit Search Solutions, Inc.



OhioNet strives for continuous innovation in discovery and sharing of best practices focused on strengthening each library and responding to the needs of its members. To meet these objectives OhioNet seeks a dynamic, effective, and forward-thinking leader to serve as its next Executive Director and CEO.



## STRUCTURE

OhioNet is a member-funded, 501(c)(3) corporation governed by a 12-person Board of Directors. These individuals, professional librarians from member institutions, are elected at-large by the membership and serve 3-year terms.

## MISSION

As a membership organization, OhioNet provides value to libraries and information centers through innovative technology solutions, programs, products, training and consulting. OhioNet responds to member needs with experience, knowledge, and creativity to support effective resource management.

## LOCATION

This position is based in Columbus, Ohio.



# ABOUT THE ORGANIZATION

Since 1977, OhioNet has been a reliable resource and trusted partner to librarians (collaborating as a team), helping to better serve its members and their communities. Staffed by a strong team, including professional librarians, OhioNet understands the challenges as well as the opportunities facing libraries. That's why OhioNet strives for continuous innovation in discovery and sharing of best practices that will strengthen each library, responding to member needs with experience, knowledge, and creativity to support effective resource management to meet the needs of diverse populations.

Serving as partners for progress with more than 300 members and a network of more than 4,000 libraries and information centers, OhioNet is impacting millions of people throughout Ohio, West Virginia, Eastern Indiana, and western Pennsylvania, by providing innovative technology solutions, products, and training. Through a long history of partnership with other organizations like the State Library of Ohio, OhioLINK, OPLIN, INFOhio, OELMA, ALAO, the Ohio Library Council, and Kent State University's iSchool, OhioNet explores opportunities for pooling resources, sharing skills and creating collaborations to help all libraries become indispensable resources for their communities.

To learn more: <https://www.OhioNet.org/>

# ABOUT THE POSITION

The Executive Director/CEO leads the identification, creation, delivery, and assessment of high-quality, cost-effective programs and services that solve OhioNet members' problems and needs. This is achieved by building collaborative relationships across the library community in the state and region to improve members' delivery of library services. As the public face of OhioNet, the Executive Director/CEO maintains a positive image of the organization. The Executive Director/CEO provides management oversight of OhioNet business operations, including membership growth and retention efforts. The Executive Director/CEO reports to OhioNet's Board of Trustees (Board) and serves as the Board's liaison to OhioNet's staff and members.

The Executive Director/CEO will join OhioNet amidst a changing landscape in the library sector. This leader will bring an entrepreneurial mindset that continues to drive a strategic planning process ensuring sustainability and capacity building. The position will require the ability to collaborate among the various silos that exist and unite those to allow for service across all library sectors (academic, public, K-12, etc.).

## KEY RESPONSIBILITIES

### Leadership

- Creates a shared vision for the organization that includes input from members, staff, and the Board.
- Identifies strengths of staff and empowers them to act by removing barriers.
- Leads the strategic planning process with staff to propose clearly defined goals, objectives, and action plans to the Board.
- Implements, monitors, and assesses Board approved strategic plan and regularly communicates progress to the Board.
- Stays abreast of legislation and other political developments that will impact Ohio libraries and identifies innovative solutions to these challenges.
- Creates a culture of innovation and collaboration among the staff, the Board, and the member libraries served by the organization.

### Planning and Development

- Develops and maintains contact and collaborative relationships with other library consortia and related organizations.
- Monitors library and technology developments and assesses impact on programs, services, and finances.
- Discovers program and service needs by visiting current and prospective members' libraries on a regular basis.
- Recommends the establishment, modification and/or deletion of programs and services to the Board.
- Markets and promotes programs and services by attending library conferences.

### Financial Management

- Implements changes to grow revenue and minimize expenses.
- Presents the proposed annual operating budget to the Board for approval.
- Makes capital expenditure recommendations to the Board for approval.
- Monitors and controls the approved operating budget.
- Seeks grant funding opportunities for innovative new services and programs or collaborative initiatives that benefit the membership.
- Ensures the security and recordkeeping of property and assets.

### Administration

- Represents OhioNet in negotiations with other agencies, businesses, and organizations.
- Plans and maintains staffing levels that allow for strategic plan execution relative to a balanced budget.
- Works closely with the board on all staffing responsibilities.
- Hires and terminates employees for approved staff positions.
- Provides regular feedback to direct reports and ensures all staff have opportunities for professional development.
- Provides relevant, timely, and accurate management reports to the Board.
- Recommends, implements, evaluates, and revises policies.
- Sustains an effective Board through communication and development activities, including orientation of new Board members.



## QUALIFICATIONS:

- Master's degree in Library/Information Science, Business Administration, Nonprofit Management, Public Administration, or a related degree is required.
- Five years of successful administrative leadership experience in a library or library-related environment, including significant strategic and financial management required.
- An appreciation of the interconnectedness of the library community, working knowledge of non-profit membership organization operations, and understanding of how information technologies are applied in libraries is preferred.
- Demonstrated experience ensuring financial sustainability.
- Adaptable to change.
- Ability to lead an organization in an evolving environment both internally and externally.
- Collaborative and transparent in decision making.
- Ability to foster positive working relationships and motivate others to obtain organizational goals.
- Effective written and oral communication skills.
- Demonstrated experience building an inclusive environment.

OhioNet offers a competitive salary and a benefits package that includes health, vision, and dental insurance; long- and short-term disability; life insurance; and a retirement plan with matching contributions after one year of service.

## HOW TO APPLY

OhioNet, in consultation with Summit Search Solutions, Inc., will begin a confidential review of application materials immediately and continue until the position is filled; **parties who apply by February 28, 2024, will be given first consideration.** Please submit a CV/resume and letter of interest upon application. All applications and nominations will be held in confidence.

To apply online, go to: <https://theapplicantmanager.com/jobs?pos=su401>

### For more information or to offer recommendations or nominations:

#### Stephanie Rivas-Fowler

Senior Consultant  
Summit Search Solutions, Inc.  
Direct: (480) 213-7078  
[srivasfowler@summitsearchsolutions.com](mailto:srivasfowler@summitsearchsolutions.com)

#### Jan Asnicar

Senior Consultant  
Summit Search Solutions, Inc.  
Direct: (913) 339-8928  
[jasnicar@summitsearchsolutions.com](mailto:jasnicar@summitsearchsolutions.com)

*OhioNet provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.*



[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving the education and nonprofit sectors nationwide. Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Kansas, Maryland, New York, and North Carolina.



## ABOUT COLUMBUS, OHIO

The Columbus Region—a thriving 11-county area in Central Ohio—is home to 2.1 million people and is the fastest growing metropolitan area in the Midwest. Home of many of the world’s most recognizable brands—Scotts, Express, JPMorgan Chase, Nationwide, Abercrombie & Fitch—innovative small businesses, and powerhouse research and academic institutions, this region has experienced strong economic growth, ensuring a vibrant future for people and companies of Central Ohio. Largely in part due to its open-minded approach to life, business and ideas, the Columbus Region has cultivated an environment of unique communities, companies, institutions, and entertainment.



Ranked as one of the coolest cities in the Midwest, Columbus also tops the list of places where your buck can stretch the farthest as the overall cost of living in the Columbus Region is lower than the national average and lower than the state of Ohio. Housing is competitively priced and costs for healthcare, transportation, and utilities are near the national average. Neighborhoods on all sides of downtown are bursting with new places to eat and shop, and artists are shaping new areas of the city into dynamic spaces to explore. Residents enjoy a vibrant arts scene and diverse array of entertainment, sports, dining, nightlife, and shopping. Independent national rankings have cited Columbus for having the #1 zoo (Columbus Zoo and Aquarium), the #1 science center (COSI) and even the #1 ice cream (Jeni’s Splendid Ice Creams). And, Columbus is emerging as a culinary capital and a fashion mecca. It’s easy to find ways to be entertained, intrigued, fascinated, captivated, charmed, educated or amused in the Columbus Region.

### CELEBRATED RANKINGS

- [Columbus scored a 100/100 on the 2023 Municipal Equality Index according to the Human Rights Campaign Foundation](#)
- [Architectural Digest ranked Columbus among the top 10 Most Climate-Resilient Cities](#)
- [#4 on Forbes Top 10 Places for Young Professionals to Live](#)

### COLUMBUS ATTRACTIONS

- [North Market](#)
- [Short North Arts District](#)
- [German Village](#)
- [Columbus Zoo and Aquarium](#)
- [Center of Science and Industry](#)

***For additional information on Columbus, Ohio, please visit:***

<https://www.experiencecolumbus.com/>

<https://columbusregion.com/>



**OhioNet**

Connect Communicate Collaborate