Library Director Candidate Interview Questions:

1. How do you feel about relocating to Cumberland County?
2. How would you become a part of our community?
3. What are your expectations for this position?
4. Is there anything about yourself, not already in the application packet, you would like to share?
5. Describe your experiences and any projects that you have initiated with public libraries as a user, volunteer, or paid staff member.
6. What programs do you consider basic in a library of our size?
7. What is your vision for this library?
8. What role do you feel the library should take with homeschoolers?
9. Are you familiar with the library director’s role in relation to the board of trustees and regional and state libraries?
10. The regional library provides continuing education opportunities for local public library directors and staff. Occasionally conferences, such as the Tennessee Library Association Conference held annually in a larger Tennessee city, or seminars will afford extended opportunities. Do you have a problem with out of town travel or with allowing your staff to travel?

11. What experience do you have in working with automated library systems?
12. Do you have experience working with RFID?
13. Do you have experience working with databases?
14. This job requires some early evening and Saturday hours. Do you have a problem with working extended hours, or a somewhat flexible working schedule?
15. Do you have any training or experience working with archives?
16. What do you see as the role of the library director in the community?
17. Everyone has strengths and weaknesses as workers. What do you consider your strong points for this job?
18. What would you say are the areas you need to improve upon?
19. Can you give an example of your ability to manage or supervise others?
20. What is your position on staff empowerment and delegation?
21. What qualities are most important to you in staff members?
22. The present staff and volunteers have worked together for some time. A new staff member will have a significant impact on group dynamics. What would be your first move to build an effective working team?

23. What approach would you take in getting your people to accept your ideas or department goals?

24. What would you do to set an example for your employees?

25. How would you get people who do not want to work together to establish a common approach to a problem?

26. How would you describe your basic leadership style? Give specific examples of how you practice this.

27. Have you ever done any public or group speaking? Recently? How did it go?

28. Economic times dictate that library services be sold to our public officials. This job requires the promotion of the library to public citizens and officials. Do you feel comfortable making public appearances and presentations before groups? Do you have experience with this?

29. Because of budget considerations, we will probably be operating the library with a minimal staff in our larger facility. How would you address this challenge?

30. What kind of writing have you done?

31. In the past, have you been involved in major reports that were written?

32. (Someone on the committee explain the funding of ACPL. County Commission, Foundation, Friends, etc.)

33. What do you think is the library director’s role in fundraising?

34. How have you kept your education current?

35. If you were chosen as our director, what are the first things you would do?

36. What do you consider a library’s priority to be?

37. What interests do you have outside of the library?

38. Do you have any specific questions about the job description?

39. Are there any other questions that you have for us?

40. When would you be available to start?