

Yale University; The Lewis Walpole Library

Executive Director and Librarian of the Lewis Walpole Library position description

The Lewis Walpole Library

The Lewis Walpole Library is a Yale University Library research center for the study of eighteenth-century Britain. Its collection of books, manuscripts and prints are centered around Horace Walpole, the eighteenth-century English politician, writer and historian. Its internationally recognized collection includes half the traceable volumes from Horace Walpole's famous library at Strawberry Hill and many letters and other manuscripts by him. The library's book and manuscript collections, numbering over 32,000 volumes, cover all aspects of eighteenth-century British culture. The library is also home to one of the most important collections of eighteenth-century British graphic art outside the British Museum with 35,000 satirical prints, portraits, and topographical views

Located in the historic district of Farmington, Connecticut, 40 miles north of the main Yale University campus, the collections are housed on a fourteen-acre campus with four historically important structures and extensive grounds. The library runs an active, year-round fellowship program, and sponsors conferences, lectures, and exhibitions – both independently and in cooperation with other Yale libraries and departments. The library employs 10 full-time employees and is supported by a generous endowment.

Yale Libraries

One of the leading research libraries in the world, Yale Library provides outstanding support for teaching, learning, and research for Yale and the global community. It comprises nearly 15 million volumes (in all media), employs over 560 staff, and is housed in over a dozen locations. The Library supports the educational mission of Yale College, the Graduate School of Arts and Sciences, and the 13 professional schools.

Yale University

Yale University is dedicated to expanding and sharing knowledge, inspiring innovation, and preserving cultural information for future generations. The University traces its roots to the 1640s when clergymen led an effort to establish a local college to preserve the tradition of European liberal education in the New World. In 1701 a charter was granted for a school that officially became Yale College in 1718, when it was renamed in honor of Welsh merchant Elihu Yale, who had donated the proceeds from the sale of nine bales of goods, together with 417 books and a portrait of King George I.

In the Fall of 2024, the total enrollment of undergraduate, graduate, and professional students was 15,564. Over 8,750 graduate and professional students are enrolled in the Graduate Schools of Arts and Sciences and the 13 professional schools, 24% of whom are international students, representing 129 countries.

Executive Director

Yale Library seeks an innovative and passionate leader to serve as the next Executive Director and Librarian of the Lewis Walpole Library (the "Library"). Reporting to the Associate University Librarian for Yale Library Special Collection and Director of the Beinecke Rare Book & Manuscript Library, the Executive Director will be responsible for establishing a vision and setting priorities for the Library that will broaden its reach and visibility, enhancing research and scholarship about the eighteenth-century British world.

He or she will oversee all aspects of the Library, including public services, collection development, digital collections, technical services, personnel management, facilities management, and budgeting. The Executive Director is also responsible for extensive outreach, both within the Yale community and beyond, to develop and advance the Library's impact.

The Executive Director will work closely with the Lewis Walpole Library Board of Managers, a 12-member advisory group composed of members from the University and representatives from the wider community. She or he will regularly attend meetings on the Yale University campus in New Haven, and the individual hired must have a car.

Responsibilities

- Create, articulate, promote and execute a vision for the Library
- Set specific priorities and goals for the Library
- Lead, manage, and mentor committed and engaged staff, including recruitment, hiring, on-boarding, and staff development
- Foster and nurture a welcoming and collaborative environment
- Manage and oversee the Library's annual budget, including funds for collection development and contracts with external providers
- Identify, promote and integrate the use of current and new technologies to enhance and advance the capabilities of the Library
- Build and maintain strong partnerships with Yale librarians, faculty, and those at the Yale Center for British Art, and the Yale University Art Gallery.
- Build and maintain strong relationships with the Farmington, CT community and the international scholarly communities focused on eighteenth-century studies
- Manage the Library's Board of Managers
- Serve on Yale Library and Yale University committees

Requirements

- Outstanding leadership abilities with demonstrated success in setting, articulating, and carrying out a vision and direction
- Superb management skills, including excellent organizational abilities and a proven record of developing a professionally fulfilled staff
- Excellent communication skills, both written and oral
- Exceptional interpersonal skills and a positive outlook
- Minimum of eight years of progressively responsible experience in a research library or similar type of (academic) or cultural heritage institution
- Demonstrated understanding of current trends in special collections librarianship
- Master's degree in library or information science from an ALA-accredited library school or a post-graduate degree in a related field
- Personal and professional integrity of the highest degree
- A valid driver's license
- Applicants must be legally authorized to work in the United States for Yale University, without the need for current or future visa sponsorship

Preferred Education, Experience and Skills

- Master's or Ph.D. in British literature, history, or art history, with a strong focus on the eighteenth century
- Demonstrated understanding of current trends in scholarship in eighteenth century British studies
- Experience managing historic properties

Additional Information

- The annual salary will be commensurate with experience within a range of \$120,000 - \$160,000
- The Yale Library has retained Claremont Search Advisors to support this recruitment. Those interested in the role, please submit an application at:
https://yale.wd1.myworkdayjobs.com/external_career_site/job/Walpole-Library-Lew/Librarian--Executive-Director-of-the-Lewis-Walpole-Library_132095WD