



Stow • Munroe Falls
Public Library

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Fiscal Officer

The Stow-Munroe Falls Public Library Board of Trustees is seeking qualified candidates for the position of Fiscal Officer.

About Us:

Founded in 1924, the Stow-Munroe Falls Public Library inspires lifelong learning and strengthens our community by providing free and equal access to information, ideas, and enriching experiences. With an annual budget of about \$3.6 million and a staff of 43 full and part-time employees, we offer welcoming spaces, diverse collections, and programs for all ages. Our Bookmobile, launched in 2024, extends access throughout Stow and Munroe Falls, while Outreach Services, including homebound delivery, senior visits, preschool story times, and school support, ensure library resources reach everyone.

Position Description:

Under administrative direction, the Fiscal Officer has statutory responsibilities for all library funds and ensures that all financial operations comply with statutes of the State of Ohio, state auditing requirements, sound financial practices and the policies and decisions of the Board of Trustees. The Fiscal Officer also directs the business and payroll functions of the library.

For a complete position description, please visit www.smfpl.org/about/employment.

Minimum Qualifications and Compensation:

Bachelor's degree in accounting, management or a related field and either a minimum of three (3) years of experience as a fiscal officer or an equivalent combination of education, training, and experience.

A generous compensation package includes a competitive starting pay range of \$80,000 to \$90,000; earned time-off allowances; medical, dental, and vision insurance; OPERS retirement plan; and more.

To Apply:

To be considered for this position, please submit your resume, a cover letter [including salary requirements], and three professional references to the Stow-Munroe Falls Public Library Board of Trustees online at <https://www.smfpl.org/about/employment>.

Closing Date:

Applications will be accepted until the position is filled.

Stow-Munroe Falls Public Library is an Equal Opportunity Employer.

Website: www.smfpl.org