

Information Technology Systems Manager

Baker County Library District (BCLD) | Baker City, Oregon



Deadline: June 21, 2026

32-40 hrs/week

\$32.31-\$39.27/hr DOE

BCLD seeks a skilled, service-oriented IT Systems Manager to lead district technology operations and support secure, reliable, and innovative services for staff and patrons across multiple locations.

Key Responsibilities

- **Strategy & operations:** Lead IT planning, budgeting, documentation, and projects aligned with District goals.
- **Infrastructure:** Maintain networks, servers, workstations, Wi-Fi, enterprise systems, printers, and related equipment.
- **Cybersecurity:** Manage safeguards, access controls, patching, backups, risk monitoring, and incident response.
- **Support, training, public services:** Provide responsive technical support and practical training for staff and public-facing technology. Provide tech-related educational programs to public.
- **Vendors & innovation:** Coordinate contracts, procurement, licensing, and technology improvements that enhance library service.

Qualifications

- **Minimum:** Two or more years of progressively responsible experience in IT support, network administration, systems administration, cybersecurity, or a related role; or an equivalent combination of education, training, and experience.
- **Required skills:** Ability to support technology across multiple locations; troubleshoot hardware, software, networks, wireless systems, and printers; and communicate clearly with staff, vendors, leadership, and the public.
- **Preferred:** Degree or certification in IT, computer science, MIS, cybersecurity, or related field; public-service, library, local government, education, or nonprofit experience; experience with patron computers, Wi-Fi, print management, meeting room technology, or integrated library systems; and certifications such as Network+, Security+, Microsoft, Cisco, Google, or similar credentials.
- **Special requirements:** Successful criminal background check, valid driver's license, travel between District locations, ability to lift/move technology equipment up to 50 pounds, and on-call availability for emergency technology needs.

Compensation & Benefits

- 32-40 hours per week, negotiable; \$33.00-\$40.00 per hour, depending on experience; medical and dental insurance; Oregon PERS retirement plan.

How to Apply

Submit a resume and cover letter and references if available to jobs@bakerlib.org or deliver materials in person to Baker County Public Library by **June 21, 2026, at 11:59 PM**.

BCLD is an Equal Opportunity Employer. Join us in shaping the future of technology at Baker County Library District.