



**Date Posted: 7/31/26 | Application Deadline: open until filled**

# Job Opening

*Rockford Public Library is a customer-driven organization whose employees are committed to providing superior customer service to all library users.*

## **JOB TITLE: Maker Lab Manager**

**Employment application/resume must be submitted via email:**

[personnel@rockfordpubliclibrary.org](mailto:personnel@rockfordpubliclibrary.org)

**Download employment application and review benefits summary:**

<https://www.rockfordpubliclibrary.org/about-rpl/careers/>

☒ **Full-Time (40 hours/week; various shifts)**  
☒ **Day Shift**      ☒ **Evening Shift**      ☒ **Weekends (rotating)**

**SALARY RANGE: \$50,000 - \$55,000**

**GENERAL STATEMENT OF DUTIES:** Rockford Public Library is seeking an innovative, collaborative, and customer-focused Maker Lab Manager to lead the operations and continued development of our dynamic Maker Lab. Under supervision of the Executive Director, this position is responsible for directing Maker Lab programs, services, technology, equipment, and daily operations while supervising staff, managing resources, developing community-centered programming, and ensuring a safe, welcoming, and engaging environment for customers of all ages. The Maker Lab Manager plans services, establishes operational priorities, evaluates emerging technologies, oversees budgets and equipment, and recommends improvements that support the Library's strategic goals. The ideal candidate is a creative problem-solver with strong leadership, organizational, and project management skills who is passionate about fostering innovation, lifelong learning, and community engagement through hands-on experiences in science, technology, engineering, art, mathematics, digital fabrication, audio and video production, podcasting, and other emerging technologies.



**QUALIFICATIONS:** The successful candidate will possess a bachelor's degree in technology, education, business or engineering, design, digital media, or a related field, or an equivalent combination of education and relevant experience. Candidates should have experience managing programs, projects, technology, facilities, or public-facing services, along with demonstrated leadership, organizational, project management, and problem-solving skills. The ideal candidate will have the ability to exercise sound independent judgment, manage multiple priorities, supervise and develop staff, analyze operational needs, and foster collaboration while providing exceptional customer service. Experience with makerspace technologies, digital fabrication, creative technologies, educational programming, or community engagement is highly desirable. The successful candidate will be passionate about innovation, lifelong learning, and creating welcoming, inclusive experiences that inspire creativity and exploration for customers of all ages. The ability to clearly communicate in English, both verbally and in writing are required. Bilingual skills, especially Spanish, are highly desirable.

**ROCKFORD PUBLIC LIBRARY HIRING PROCEDURES:** Each opening within the Rockford Public Library is posted for a specified period of days. Anyone may apply for the position during that posting period unless designated "Internal Posting Only." At the end of that time, all applications will be reviewed, and qualified candidates will be identified. When there are applications from a department of the Rockford Public Library, these applications will be considered first. **All applicants must complete an employment application to be considered for employment.** Employment application, resume, and cover letter must be sent via email to [personnel@rockfordpubliclibrary.org](mailto:personnel@rockfordpubliclibrary.org) by the expiration date. All employees hired after November 6, 1986, are subject to employment verification using the U.S. Immigration and Naturalization Service I-9 Form. Statement of Policy on Equal Opportunity: Rockford Public Library is committed to hiring and employing without regard to race, color, religion, natural origin, sex, ancestry, age, or non-job-related disability. Individuals needing disability-related accommodations for interviews should request them in advance.

**Requesting Department:** Maker Lab

**Classification:** Exempt

☐

**Budgeted Replacement**

☒

**Budgeted Addition**

**Approved by:**

---

Human Resources Director