

University Librarian I or II (UCP V or VII)
Social Sciences Librarian
University of Connecticut Libraries

JOB SUMMARY:

Working within the Library Research Services Program and under the general supervision of the Social Sciences Team Leader, the incumbent is responsible for providing instruction, collection development services and outreach to the faculty and students in the departments of psychology, communication sciences, sociology and other academic units as needed. This position also serves as a member of the Social Sciences Team and is a full participant in the development and implementation of public service and outreach activities within both the team and discipline specific areas. This position works collaboratively within the Social Sciences Team on strategic initiatives, annual planning and goal setting, and electronic resources collection development and decision-making.

Minimum Qualifications:

1. Graduate degree in Library or Information Science from a program accredited by the American Library Association
2. Work experience in a library setting
3. Demonstrated working knowledge of current technology, software and automated library systems
4. Demonstrated leadership and communication skills
5. Demonstrated analytical and problem-solving skills with ability to think strategically, be forward thinking and embrace change
6. Demonstrated experience working in a team environment
7. Willingness to travel and work a flexible schedule

Additional Qualifications for Appointment as Librarian II:

1. Generally a minimum of three (3) years of related experience
2. Experience managing a budget for a department, project, team or committee
3. Evidence of increasing involvement in professional development activities outside the University

Preferred:

1. Academic training or professional experience relevant to the position.
2. Experience in an academic library or educational setting relevant to the position
3. Advanced degree in an area relevant to the position

University Setting: The University of Connecticut, established in 1881, is a Carnegie Research I University. It was recently cited as one of the top 20 public national universities. The main campus, situated in Storrs on 3100 acres of woodlands and rolling hills, is located approximately 30 miles from Hartford, the state capital, and midway between Boston and New York city. There are approximately 25, 000 students system-wide.

University Libraries: The University of Connecticut Libraries, members of the Association of Research Libraries, the Boston Library Consortium, and the Center for Research Libraries is a technologically advanced library and the exciting center of intellectual life on campus. The Libraries is organized in a team-based structure to engage more fully its ongoing strategic programs. These include: developing strong partnerships with academic departments and key

organizations on campus; shaping user services through data collection and user feedback; providing desktop access to full-text, current awareness, and database information resources system-wide; and building and preserving research collections of excellence. This dynamic organization offers creative, motivated, and service-oriented individuals exceptional opportunities for growth and learning.

Compensation: Salary is commensurate with experience. University benefits include 22 paid vacation days/year, 12 paid State holidays, health and retirement plans, and tuition reimbursement.

Application Procedures: Submit a letter of application, resume and the names, address, and telephone numbers of three professional references to Marian Farley, Assistant Vice Provost for University Libraries, University of Connecticut Libraries, 369 Fairfield Way, Unit 2005A, Storrs, CT 06269-2005. Screening will begin immediately and continue until the position is filled. (Search #2010014)

At the University of Connecticut, our commitment to excellence is complemented by our commitment to building a culturally diverse staff. We actively encourage minorities, women and people with disabilities to apply.

UNIVERSITY OF CONNECTICUT LIBRARIES JOB DESCRIPTION

Area: Library Research Services
Title: Social Sciences Librarian – Liaison to the Departments of Psychology, Communication Sciences, and Sociology
Rank: University Librarian I or II
Salary Group: UCP 5 or UCP 7

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DUTIES AND RESPONSIBILITIES:

1. Acquires and maintains a thorough knowledge of the research, teaching, and learning needs of various University constituents, identifying the most effective methods of providing library services.
2. Actively participates in working groups, teams, and/or committees.

3. Monitors and addresses issues regarding compliance with US copyright law, licenses, and Library and University policies for specified products and services, explains related issues to library users.
4. Creates and maintains finding aids, service guide, usage instructions, and research tools.
5. Works collaboratively with librarians at other UConn campuses and professional schools, consortia, and beyond to assure rich and diverse collections, resource sharing programs, and cooperative technology initiatives.
6. Represents the Library effectively at the University and in the local community in the course of outreach services, teaching, committee service, and collaborations.
7. Provides assistance to users in a variety of settings by assessing user's information needs through use of formal interviewing techniques, then identifies appropriate resources and assists the user in selecting and using those resources. Requires the ability to interpret subject content and a thorough understanding of the scope, authority, arrangement, and format of reference tools and online systems, bibliographic standards, collections, services, and technologies.
8. Maintains and applies a thorough knowledge of and competency in the tools and skills of professional librarianship and the standards internal and external to the library that providing the basis for responding to queries, coordinating services, provide instruction, presenting material, organizing information, creating new resources or tools, or implementing and utilizing current and emerging technologies. Maintains professional competencies; may necessitate participation in professional organizations at the regional and national level.
9. Researches, selects, and maintains appropriate resources in a variety of formats and delivery models to support academic programs and university initiatives. This includes aligning allocation of resources with institutional goals.
10. Trains and assists library users in the use of electronic and print resource tools at the point of need.
11. Develops, presents, and assesses formal instructional programs and resources designed to teach information skills in classroom settings or as a part of individual learning, using appropriate technology.
12. Assists in developing, implementing, and interpreting departmental and Library policies, procedures and documentation.
13. Operates and/or trains staff in the use of automated library system(s), requiring a thorough knowledge of the organization of bibliographic data contained on the system as well as an ability to query and retrieve data from the system.
14. Assists in evaluating new electronic resources or systems under consideration by preparing specifications, attending demonstrations and/or providing input.
15. Resolves difficult problems associated methods, procedures, principles, or theories related to professional librarianship.
16. Acquires, applies and maintains competency with relevant and emerging technology as required.
17. Provides administrative or technical leadership for a specific service, collection, project, or library unit. This may include preparing budget requests for assigned services, programs and/or resources, with responsibility to monitor and/or authorize expenditures within approved budget limits and keep accurate fiscal records.

18. Assists in and/or supervises the preparation, monitoring and retention of grants, budgets, reports, long-term plans, files and records, and/or statistical data related to library operations.

Professional Development

1. Maintains an awareness of current trends in publishing, librarianship and higher education by active participation in professional organizations, including meeting and conference attendance; reading of professional literature and ongoing informal communication with professional colleagues.
2. Follows developments and trends in social science instruction and scholarship.
3. Participates in appropriate Library, University, and professional programs and training workshops to enhance and develop work-related skills.
4. Participates actively in the general programs of the library, contributes to the life of the university, and participates in appropriate professional activities.

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