

Union College Schenectady, New York Shared Resources Librarian

Schaffer Library seeks a resourceful, energetic, service-oriented individual for the position of Shared Resources Librarian. Union College has a longstanding commitment to both independent and collaborative research by students and faculty and the successful candidate will be someone who demonstrates the ability to develop effective working relationships with all members of the academic community.

The Shared Resources Librarian will have primary responsibility for the supervision of a very active interlibrary loan operation that completes approximately 12,000 transactions per year—about 60% of which are automated, patron-initiated book requests via the Connect NY system. This individual will serve as the library's Connect NY Site Coordinator and liaison to the Capital District Library Council and other regional and national resource sharing groups. Responsibilities include: training and supervising one full-time library technician (and involvement with the training and supervising of 3-4 part-time student assistants); developing and implementing ILL policy; working with ILL management software training; maintaining copyright records and authorizing copyright payments; collaborating with the Collection Development and Acquisitions librarians on collection-building and resource sharing strategies; and coordinating procedural operations with the library's Circulation staff.

Schaffer Library maintains a traditional approach to providing reference service and informal, one-to-one instruction for students, faculty, staff, and members of the local community. As a member of the Public Services section the Shared Resources Librarian will typically provide 12-15 hours of reference service per week (including one evening per week and one weekend per trimester). The successful candidate can expect to be assigned to one Sophomore Research Seminar course per term and may have additional information literacy instructional opportunities as a result of personal subject interest, departmental liaison connections, or professional relationships with individual faculty members. The Shared Resources Librarian can also expect to have the opportunity to serve as liaison to at least one academic department or program and to participate in a variety of library, college, and professional committees.

Required: MLS, MLIS, or MIS from an ALA accredited program (or the professional equivalent). Highly desirable: academic library experience in interlibrary loan, public services, and/or information literacy; knowledge of resource sharing and delivery software such as ILLiad, Ariel, Odyssey, and WorldCat; knowledge of library-related copyright issues; and supervisory experience.

This is a full-time, non-tenure track, professional position carrying faculty status with excellent benefits and salary commensurate with experience. The expected start date is September 1, 2008. To receive full consideration, please submit a cover letter, resume, and the names, addresses, and phone numbers of three professional references to: Bruce Connolly, Head of Public Services, Schaffer Library, Union College, 807 Union St, Schenectady, NY 12308 (or by email at connollb@union.edu) by July 1, 2008.

Union College is an equal opportunity employer, strongly committed to student and workforce diversity.