

## **Librarian-Research & Instruction**

Develops, designs, and delivers a variety of instructional sessions and tools for the Library Instruction Program. These responsibilities are performed in an ethical manner consistent with the University's mission and vision.

### **RESPONSIBILITIES:**

1. Contributes to the design, promotion, coordination, delivery and assessment of the University Libraries' instructional programs.
2. Promotes student success and retention through collaboration with campus programs.
3. Provides research and reference assistance to onsite and distance students, faculty and staff.
4. Serves as liaison to different academic units as assigned and based on the changing needs of the University.
5. Participates in the University Libraries' digital initiatives through the creation of online videos and modules, as well as teaching emerging technologies.
6. Participates in the collection development process.
7. Participates in library-wide initiatives.
8. Participate in professional development.
9. Serve on appropriate library, campus and university committees.
10. Serve as an advocate and spokesperson for the library. Represent the library in campus activities in order to maintain communication and support the mission of the university.
11. Provide excellent customer service, anticipating and exceeding the needs of our customers.
12. Perform other duties as assigned.

POSITION PAY RANGE: \$33,000.00 - 50,000.00,

Salary (Please note: Actual pay offered will be commensurate with candidate qualifications and experience, the type of role, pay equity and available funding)

### **QUALIFICATIONS:**

1. Master's from an ALA-accredited program.
2. 1-2 years of professional library experience, background in an area of business, health professions, or technology preferred.
3. Experience working in an academic library.
4. Experience working independently and collaboratively.
5. Demonstrated knowledge and proficiency with contemporary and emerging information technologies.
6. Knowledge of principles and practices of library instruction, reference services, and the ACRL (Association of College and Research Libraries Framework for Information Literacy for Higher Education).
7. Strong customer service commitment.
8. Demonstrated ability to set and accomplish goals, work under pressure, and meet deadlines.
9. Demonstrated ability to work accurately and effectively with computerized data systems. Familiar with Microsoft Office products.
10. Demonstrated excellent interpersonal, communication and presentation skills, both written and oral.
11. Demonstrated ability to communicate effectively and relate well to students, faculty, staff, and others while maintaining appropriate confidentiality.
12. Must be able to work an irregular schedule, evenings or weekends as needed.

DEPARTMENT: Academic-Library

WORK LOCATION: Davenport University