Position: A03070

Date: 9.20.17

ADMINISTRATIVE POSITION ANNOUNCEMENT

TITLE OF POSITION/RANK: Scholarly Communication and Distance Learning Librarian

DEPARTMENT: Quinn Library, Lincoln Center

RESPONSIBILITIES:

- Reports to the Library Director and Head of Access, Information and Collection Services and Operations.
- Leads Library efforts to explore alternative means of assessing and delivering the university’s scholarly output and impact; increase recognition of Fordham research; expand awareness and acceptance of open access universally and open educational resources on campus.
- Initiates and supports digital scholarship across all disciplines; strengthens author/faculty rights; and supports digital data services, conducts outreach, development and coordination of both faculty and student e-journal publications.
- Serves as conduit for updating Fordham’s scholar community on national and international trends, legislation, changes in intellectual property rights, commercial and academic publishing practices, and information technology.
- Monitors Copyright compliance on scholarly communication projects and venues sponsored by the Fordham University Libraries and published via the Digital Repository BePress Digital Commons platform.
- Oversees library resources and services specific to distance learning, including the selection of e-resources and development of new services as required by new or changing academic programs.
- Develops and maintains user guides for distance learning students and faculty, partners with all departments initiating distance learning programs coordinating access to library resources and develops support infrastructure and required programs.
- Provides one-on-one reference service to students and faculty assisting with research across all disciplines taught at the university.
- Develops and teaches bibliographic instruction classes, often customized for specialized subject research.
- Takes part in Information Literacy initiatives requiring research, implementation, and assessment.
- Conducts student orientation sessions and tours which highlight library services and facilities.
- Joins co-workers in monitoring virtual reference, chat service, and text reference service.
- Develops and manages assigned Research Guides surveying and updating subject information on a continual basis.
- Participates in outreach projects involving a variety of university wide and professional constituencies.
- Responsible for, along with colleagues, facets of collection development, which include the continual refreshing (weeding) of the print collection, and assisting with assessing digital content to meet the instructional and research priorities for all faculty departments.
- Takes part in library efforts related to research and writing grant proposals, coordinating these efforts with university departmental partners or outside institutions.
- Initiates and coordinates library staff research and publication oriented projects designed to coach and support colleague’s professional development and establish Fordham Library as a contributor to the field of academic librarianship.
- Supervises student-worker staff and collaborates with Support Staff colleagues on a variety of library projects.
- Leads library staff efforts to initiate new instructional venues – Video BI, MOOCS, Distance Learning reference support etc.
- Contributes to various reports, collecting data, and analyzing service and user trends.
- Liaison with academic departments, university administration, student groups, and outside groups to promote library services and visibility throughout academia.
- Initiate and innovate, applying new approaches of traditional and technological means to advance academic librarianship to the university community.

QUALIFICATIONS:

-ALA accredited M.L.S; preferred at least three years’ experience as a professional librarian providing reference and instructional services in an academic library. Subject Masters in relevant field preferred.
- Proven track record in successful grant writing for library initiatives, scholarly publication credits, and editorial experience with academic e-journals, and digital repository recruitment – both participants and research content, and experience providing reference and publication services in a digital and Web environment for students, faculty, and library colleagues; experience in collection development; knowledge of current technologies and their applications in an academic setting
- Ability to work collaboratively with faculty, students, administrators and library staff; excellent communication skills – both spoken and written; ability to adapt to shifting needs and priorities; a strong commitment to public and inter-departmental service. Willingness to perform assignments at all Fordham campuses required. Knowledge of and practical experience in field related to academic publishing a plus. Project management experience very desirable.

SALARY: Commensurate with Experience

HOURS: Flexible (includes evenings and weekends)

START DATE: January 15, 2018

Submit letter and resume to: Nick Alongi, Head of Access, Information and Collection Services, and Library Operations
nalongi@fordham.edu

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