Director, Collection Strategies and Subject Services Program

The Hesburgh Libraries at the University of Notre Dame seeks a creative, forward-thinking, user-oriented and collaborative professional for the position of Program Director for Collection Strategies and Subject Services.

RESPONSIBILITIES:

The director leads, shapes, and transforms the mission of the program, which currently includes 19 subject librarians organized into three units representing academic programs in STEM, Business, Arts, Humanities, Social Sciences, and Area Studies. Additionally, there are currently 13 affiliated, part-time subject specialists, whose primary positions are in other library programs. The director will have an opportunity to optimize both the program structure and the roles of individual contributors in order to position the libraries to meet the changing demands of scholarship and research.

The director will strengthen our partnerships with departments, programs, institutes and centers at Notre Dame by working with the subject librarians to develop, implement, and assess services that both enhance teaching and learning in the colleges and support the full cycle of research and scholarly exchange.

The director also has responsibility for managing the Libraries’ collection strategies, working collaboratively to implement innovative approaches to effectively steward both print and electronic acquisitions in support of teaching and research. Additionally, the director assists in developing assessment standards and conducting data analysis to inform collections strategy decisions. He or she will insure effective communications with academic departments and programs regarding the library’s collection strategies.

The director has a critical responsibility for collaboration and building strong relationships with internal and external stakeholders. The director works closely with the six other library programs: the Teaching, Research and Access Services Program; the Specialized Collection Services Program; the Digital Initiatives and Scholarship Program; the Resources, Acquisitions, and Discovery Services Program; the Information Technology Program; and the Administrative and Central Resources Program. Along with the other program directors, the Program Director for Collection Strategies and Subject Services is a member of the library’s senior leadership team, the Library Cabinet. The position reports to the Associate University Librarian for Academic Services and Collections.

As a member of the library faculty this position also contributes to the Hesburgh Libraries, the University of Notre Dame, and the profession through activities such as committee work, publishing, and service in professional organizations.
QUALIFICATIONS:
An MLS or other terminal academic degree and evidence of scholarship in an academic discipline. A minimum of three years professional experience in building and managing an academic library collection, including fund management. An understanding of 21st century collections issues for research libraries, including: emerging practices, standards, and trends relating to resource acquisition. Ability to work across organizational boundaries, lead effective teams, manage change, negotiate differences, and mentor colleagues. Excellent verbal and written communication skills.

Salary and Benefits:
Appointment salary and rank are competitive, commensurate with experience and qualifications. Librarians are non-tenure track members of the Library Faculty. The University offers an excellent benefits and annual vacation package.

Environment:
The University of Notre Dame is a highly selective national Catholic teaching and research university in northern Indiana about ninety miles from Chicago. Approximately 8,200 undergraduates and 3,100 graduate students pursue a broad range of studies. For more information about the University of Notre Dame, please visit the University of Notre Dame homepage at http://nd.edu/. The Hesburgh Libraries (http://library.nd.edu) hold about 3.5 million volumes and provide access to more than 23,000 serials. The Libraries have 124 staff and 50 librarians. The Libraries are a member of the Academic Libraries of Indiana (ALI), ARL, NERL and other consortia. The University of Notre Dame is an Equal Opportunity/Affirmative Action Employer strongly committed to diversity. We value qualified candidates who can bring a variety of backgrounds to our community.

Further details & application instructions:
This position posting and application instructions can be found on the Interfolio website: apply.interfolio.com/33853

This position posting and additional information about Hesburgh Libraries can be found on the Libraries’ website: http://www.library.nd.edu/about/employment/

Review of applications will begin on March 1, 2016 and will continue until the position is filled.

For additional information about working at the University of Notre Dame and various benefits available to employees, please visit http://hr.nd.edu/why-nd. The University of Notre Dame supports the needs of dual career couples and has a Dual Career Assistance Program (http://hr.nd.edu/employment-opportunities/dualcareer/) in place to assist relocating spouses and significant others with their job search.

The University of Notre Dame seeks to attract, develop, and retain the highest quality faculty, staff and administration. The University is an Equal Opportunity Employer, and is committed to building a culturally diverse workplace. We strongly encourage applications from female and minority candidates and others that will enhance our community. Moreover, Notre Dame prohibits discrimination against veterans or disabled qualified individuals, and requires
affirmative action by covered contractors to employ and advance veterans and qualified individuals with disabilities in compliance with 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a).