POSITION SUMMARY

The University of Southern California (USC) Libraries seek an innovative, service-oriented information professional to lead the Science and Engineering Library. Reporting to the Director of the Sciences and Social Sciences Division, the Head will provide leadership, guidance, and management of a team of librarians and staff to ensure quality services and collections to support the teaching, learning, and research needs of USC students, faculty, and staff. The Head will be responsible for fostering a creative and collaborative team-based environment facilitating communication and coordination within the Library and across the Division. The Head will cultivate outreach activities by building strong relationships with faculty, students, campus partners, and the wider library community.

This position will work in partnership with the USC Viterbi School of Engineering and the science departments at the Dornsife College of Letters, Arts, and Sciences to reimagine the library as a state-of-the-art discovery and learning center that supports and fosters students’ skills in critical thinking, collaboration, innovation, experimentation, and entrepreneurship.

The position requires a commitment to developing student-focused services and a combination of skills and confidence that will contribute to the transformation of instruction, outreach, reference, and collections at USC Libraries, an institution that values serving a culturally diverse community. We seek candidates motivated by a passion to develop transformative library services and an investment in the future of librarianship. The successful candidate is expected to be creative in identifying and solving problems within a collegial and collaborative environment. The successful candidate must be knowledgeable of current relevant library and scholarly information trends and practices, particularly as they relate to the sciences and engineering, and be able to apply this understanding to make a significant, positive impact on the USC community.

THE UNIVERSITY OF SOUTHERN CALIFORNIA

The University of Southern California is one of the world’s leading private research universities. An anchor institution in Los Angeles, USC is ranked second in the country in enrollment of international students and offers extensive opportunities for internships and study abroad. With a strong tradition of integrating liberal and professional education, USC fosters a vibrant culture of public service and encourages students to cross academic as well as geographic boundaries in their pursuit of knowledge. For more information, visit www.usc.edu.

USC LIBRARIES

The USC Libraries actively support the discovery, creation, and preservation of knowledge. We develop collections and services that support and encourage the academic endeavors of faculty, students, and staff; build a community of critical consumers of information; and help develop engaged world citizens. Through these means, we contribute to the continued success of the University of Southern California. The USC Libraries includes the Doheny Memorial Library and fourteen specialized libraries with an operating budget of approximately $41 million. Library collections encompass over 4.2 million volumes,
5.9 million microforms, 3.1 million images, 49,300 linear feet of manuscripts and archives, with access to over 113,800 serials in print and electronic formats, and nearly 1.3 million e-books. The USC Science and Engineering Library serves the science departments of the Dornsife College of Letters, Arts, and Sciences and the Viterbi School of Engineering as a research and learning environment which provides seamless access to both digital and print collections, and to essential library services. The Library’s holdings include a 100,000 book collection, with a heavy emphasis on acquiring online access to journals and books. For more information, visit libraries.usc.edu.

RESPONSIBILITIES AND DUTIES

Reporting to the Director, Sciences and Social Sciences Division, the Head of the Science and Engineering Library will:

- Lead and manage the Science and Engineering Library
- Coordinate and supervise all science and engineering librarians to fulfill reference, instruction, outreach, and collection development assignments
- Provide leadership to develop innovative services that support open access, research impact, digital scholarship, and science data management and curation
- Oversee collection development budgets in science and engineering disciplines
- Provide in-person, virtual reference, and research consultation services
- Provide teaching and research-focused information services, including developing and conducting instruction programs focused on advanced resources for students in physical sciences and engineering
- Stay up-to-date on relevant library and scholarly information trends and practices and be able to apply this knowledge to have a significant, positive impact on the Science and Engineering Library and the advancement of the USC Libraries’ strategic plan and the University’s strategic vision.

EXPERIENCE AND QUALIFICATIONS

Minimum qualifications: MLS from an ALA-accredited program or non-U.S. equivalent is typically required for a librarian appointment at USC. In addition, candidates must provide examples of:

- Bachelor’s or advanced degree in the physical sciences or engineering, or equivalent work experience
- At least five years experience working in an academic, research, or special library, with increasing management responsibility
- Experience working with specialized information resources required for science and engineering related research
- Experience with budgets and organizational planning
- Demonstrated commitment to a strong public service orientation within an academic or research library setting
- Ability to manage multiple priorities and meet deadlines
- Knowledge of current professional trends, especially those related to delivering reference, instructional services, and collections to a diverse population on and off-campus
- Effective oral and written communication skills.

Desirable qualifications:

- Graduate degree in the physical sciences or engineering
- Demonstrated knowledge of scholarly communication, funding issues in scientific research, and data curation
- Knowledge of trends and policy issues related to digital technology and electronic resources
- Experience using tools for web authoring, social computing, and online collaboration.
FACULTY APPOINTMENT RANK/SALARY

Rank: Assistant or Associate University Librarian

This is a full-time, continuing appointment track position with faculty status. Appointment to the continuing appointment track requires the potential to meet the University’s criteria for granting continuing appointment—excellence in librarianship—which librarians achieve by having a significant impact on the development and/or implementation of high quality collections and/or services. Additionally, librarians must demonstrate the expectation of continued excellence and growth in profession expertise. For more information on Guidelines on Criteria and Qualifications for the Appointment, Promotion and Continuing Appointment of Librarians on the Continuing Appointment Track, see: http://www.usc.edu/libraries/about/faculty/documents/Criteria_document07152008.pdf

BENEFITS

Benefits include a choice of retirement programs, 22 paid vacation days per year, university holidays, a choice of medical and dental plans, and tuition assistance (for employees and eligible dependents). For more information about benefits see: http://www.usc.edu/benefits.

APPLICATION PROCEDURE

As part of the application, candidates must upload one document file (Word or PDF) that contains the following: 1) a cover letter, 2) a curriculum vitae (including telephone and e-mail address), and 3) a list of at least three references that includes the name, address, telephone number, and e-mail address for each referee.

Applications must be submitted via USC’s online faculty application website: https://facultypositions.usc.edu/FAS/application/position?postingId=P01483319

Closing date for applications: December 31, 2016, or until filled.

For more information about this position, contact Shahla Bahavar, Chair of the Search Committee, at bahavar@usc.edu

USC is an equal-opportunity educator and employer, proudly pluralistic and firmly committed to providing equal opportunity for outstanding persons of every race, gender, creed and background. The university particularly encourages members of underrepresented groups, veterans and individuals with disabilities to apply. USC will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. Further information is available by contacting uschr@usc.edu.

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