

## Information Services Librarian

University of Southern California  
Requisition ID: 2002574

### GENERAL INFORMATION

The Norris Medical Library at the University of Southern California seeks an enthusiastic and forward-thinking librarian to serve as an Information Services Librarian. This librarian is the primary liaison to Nursing@USC, the School of Social Work's (SSW) new online nursing program opening in Fall 2016. This new program offers an online Master of Science in Nursing (MSN) for aspiring family nurse practitioners (FNPs) with plans to introduce new specialties and doctoral degrees in the future. The MSN program will be offered through the SSW's newly created Department of Nursing. The Department of Nursing aims to be a leader in addressing health care needs in society, combining the nursing profession's traditional scientific foundation, holistic approach and commitment to competent care with the wide-ranging vision and expertise of social work. The nursing librarian position will facilitate instruction, reference and outreach online and will create and assess online tutorials, workshops, videos and other modules as needed. The librarian will also participate in general reference, instruction and outreach activities and work with on-campus students, faculty and staff.

The Norris Medical Library is an academic health sciences research library serving the Schools and Departments of Medicine, Pharmacy, Occupational Sciences/Occupational Therapy and Biokinesiology/Physical Therapy. It also provides clinical information support to USC's Keck Medical Center and Children's Hospital Los Angeles. The library is strongly user focused and committed to providing faculty, students and staff with access to a wide variety of electronic information resources, including books, journals, bioinformatics tools, databases, evidence-based resources and mobile resources. The library contains 147,000 volumes and receives 3,055 current electronic journals. The staff of 36 FTE includes 13 librarians. For additional information, see [nml.usc.edu](http://nml.usc.edu). The Norris Medical Library is part of the 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 Doheny Memorial Library and fourteen specialized libraries with an operating budget of approximately \$41 million and over 260 professional and support staff. 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 724,000 e-books. For additional information, see [libraries.usc.edu](http://libraries.usc.edu).

### RESPONSIBILITIES

- Provides librarian leadership for Nursing@USC. Tasks include developing online course content, support materials, and assignments. Provides curriculum-based instruction to core nursing faculty, preceptors and students in key information resources, database searching, evidence-based medicine and mobile device resources in a primarily online environment. Grades student assignments and teaches faculty development workshops.
- Creates and maintains nursing student portal pages and subject-specific LibGuides and collaborates with Nursing Department program support staff to link library-licensed content on course-specific pages. Participates in curriculum committee meetings and collaborates with faculty. Supports collection development efforts by seeking out new resources, arranging for trials of new resources and providing feedback on currently-licensed materials.
- Initiate and maintain positive communications with remote faculty, preceptors and students in this new degree program.

- Works collaboratively with the School of Social Work librarians located at the University Park Campus and beyond
- Participates in reference and information services for USC health and social sciences students, staff and faculty including but not limited to consultation, online searching, assisting users in developing search strategies and answering online reference questions.
- Participates in orientation and educational programs for other health and social sciences schools at UPC and HSC.
- Supports research efforts, including conducting systematic reviews and providing workshops on scholarly communication, open access and other related topics.
- Collaborates with other subject librarians and staff to provide effective reference, instruction, and outreach services for USC graduate students, faculty, and staff
- Stays up-to-date on relevant library and scholarly information trends and practices and applies this to their work
- Participates in library assessment activities
- Carries out special projects, e.g., develops web tutorials and educational modules
- Contributes to professional publications and organizations
- Other responsibilities as assigned.
- Some night and weekend work will be required

## QUALIFICATIONS AND EXPERIENCE

- Masters in Library Science or equivalent degree.
- Professional library experience in an academic or research library; prefer 2 years' experience in an academic health sciences library.
- Experience using allied health science information resources and conducting literature searches.
- Knowledge of adult learning principles and experience in providing in-person and online instruction.
- Experience and proficiency with using current and emerging technologies, including learning management software and software/hardware for recording lectures.
- Excellent oral and written communication skills.
- Ability to work independently and collaboratively in a team environment.
- Demonstrated initiative and ability to manage multiple projects.
- Experience with providing information services to distance learning students is required.
- Proven ability to work with a diverse community of users

## SALARY/STATUS

Starting salary depends on qualifications and experience. This position is on the continuing appointment track, the USC Libraries' equivalent to tenure.

## BENEFITS

37½ hour week; 22 days' vacation; sick leave; disability plan; retirement plan (TIAA/CREF and other options); tuition assistance; medical, dental and life insurance; credit union; group auto and homeowner's insurance available ([www.usc.edu/benefits](http://www.usc.edu/benefits)).

## HOW TO APPLY

Applications must be submitted via USC's online faculty application website: <https://jobs.usc.edu/postings/65455>

As part of the application, candidates must upload in Word or PDF a cover letter and curriculum vitae.

**Closing Date:** The position is open until filled.

For more information about this position, contact Leslie Jones, USC Norris Medical Library, (323) 442-1130, email [lesliecj@usc.edu](mailto:lesliecj@usc.edu).

USC values diversity and is committed to equal opportunity in employment. Members of all racial and ethnic groups are encouraged to apply.

