Information Services Librarian

Norris Medical Library
University of Southern California

Requisition ID: 2001593

GENERAL INFORMATION

The University of Southern California Norris Medical Library seeks an enthusiastic and forward-thinking librarian to serve as an Information Services Librarian. This librarian is the primary liaison to the Keck School of Medicine and is closely involved in the curriculum of medical students. The library has a strong emphasis on providing access to a wide variety of electronic information resources and educating faculty, students and staff on database searching, evidence-based health care, bibliographic management, and resources for mobile devices, etc.

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 the library’s web pages www.usc.edu/nml.

RESPONSIBILITIES

• Participates in all reference and information services, including reference desk, consultation, online searching, assisting users in developing search strategies and answering online reference questions.

• Oversees educational program for the Keck School of Medicine, including MD Program, Master of Public Health, Physician Assistants and Master of Science in Nurse Anesthesia. Tasks include developing course content, support materials, and assignments. Provides curriculum-based instruction in key information resources, database searching, evidence-based medicine and mobile device resources. Grades student assignments and teach faculty development workshops. Creates and maintains student portal pages and subject-specific LibGuides. Participates in curriculum committee meetings and collaborates with faculty.

• Participates in orientation and educational programs for other health sciences schools and affiliated hospitals.

• Supports research efforts, including conducting systematic reviews and providing workshops on scholarly communication, open access and other related topics.
• Carries out special projects, e.g., develops web tutorials and educational modules, develops and co-teaches monthly technology workshops.

• Contributes to professional publications and organizations; attends and gives presentations at professional meetings.

• Other responsibilities as assigned.

QUALIFICATIONS

• Masters in Library Science or equivalent degree.
• Professional library experience in an academic health sciences library; prefer 2 years’ experience.
• Experience using health science information resources and conducting literature searches.
• Knowledge of adult learning principles and experience in providing in-person or online instruction.
• Experience and proficiency with using current and emerging technologies.
• Excellent oral and written communication skills.
• Ability to work collaboratively in a team environment.
• Demonstrated initiative and ability to manage multiple projects.

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 ).

HOW TO APPLY

As part of the application, candidates must upload in Word or PDF a cover letter and curriculum vitae. Applications must be submitted via USC’s online faculty application website: http://jobs.usc.edu:80/postings/45531.

Closing date: Until filled.

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

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