

# **USC Libraries**

**University of Southern California  
Science and Engineering Librarian (#332)  
(Contract Position)  
Requisition ID: P01483318**

## **POSITION SUMMARY**

The University of Southern California (USC) Libraries seek an innovative, service-oriented fixed-term Contract Librarian to join the Science and Engineering Library. The librarian will be part of a team of Science & Engineering library faculty and staff who provide reference, instruction, and collection development services in order to meet the learning, teaching, and research needs of USC students, faculty, and staff.

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, an investment in the future of librarianship, and who are 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, practices, 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](http://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. For more information, visit [libraries.usc.edu](http://libraries.usc.edu).

## **RESPONSIBILITIES AND DUTIES**

Reporting to the Head, Science and Engineering Library, the Science and Engineering Librarian will:

- 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 undergraduates in the physical sciences and engineering students
- Develop appropriate resources, services, and communication channels to further the academic and research endeavors of faculty, staff and students in the fields of science and engineering
- Create and maintain library web pages and research guides related to subject responsibilities and incorporate appropriate technologies and techniques to deliver services
- 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, designated subject disciplines and services, and the advancement of the USC Libraries' strategic plan and the University's strategic vision
- May be required to work weekends and evenings
- Other duties as assigned

## **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:

- Experience working with specialized print and online information resources required for science and engineering related research
- A commitment to a strong public service orientation within an academic, or research library setting
- Ability to work closely with faculty in support of their research and instructional needs
- Ability to manage multiple priorities and meet deadlines
- Knowledge of current professional trends in librarianship, especially those relating to reference, instructional services and collection development to a diverse population on and off-campus
- Effective oral and written communication skills

*Desirable qualifications:* In addition, the successful candidate will possess a mix from among the following:

- Experience providing reference, information literacy instruction, collection development, and/or outreach services
- Bachelor's and/or a graduate degree in the physical sciences or engineering
- Knowledge of and recent experience in the use of instructional technology to improve learning outcomes
- Experience using tools for web authoring, social computing and online collaboration; knowledge of trends and policy issues related to digital technology and electronic resources

## **APPOINTMENT RANK/SALARY**

### **Rank: Contract Librarian**

This position is full-time on a fixed-term, one-year, non-continuing appointment contract, renewable as needed. Salary commensurate with experience and qualifications.

## **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=P01483318>

Closing date for applications: Open until filled.

For more information about this position, contact Zoe Pettway Unno, Chair of the Search Committee, at [zunno@usc.edu](mailto:zunno@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](mailto:uschr@usc.edu).*

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