

Position Descriptions



Cornell University Library

Assistant/Associate University Librarian for Scholarly Communications and Collections

Cornell University Library (CUL) seeks a dynamic and knowledgeable manager to provide creative leadership for the Library's innovative scholarly communications and renowned collection development programs. Reporting to the University Librarian, the successful candidate will participate in system-wide stewardship, resource allocation, policy development, planning, and fundraising; serve on the Library's senior management team; and chair a cross-disciplinary and cross-functional executive advisory group. The successful candidate will initiate sustainable collaborative relationships with other libraries and institutions and will lead the Library's partnerships with scholars and scientists in the creation and dissemination of knowledge.

From its leadership in conceptualizing collection development over 25 years ago, through pioneering digital projects such as Making of America, to the present commitment to developing new channels for scholarly communication, Cornell University Library has initiated and supported thoughtful transformation of collections, services, and resources that serve and advance instruction, research, and scholarship. For 18 years, the late Ross Atkinson provided inspiring leadership in the development of Cornell's internationally acclaimed collections, now nearing 8 million volumes. The Cornell University Library now seeks an energetic and creative colleague to shape and implement a shared vision of the Library's role in the provision of information and the advancement of knowledge through varied means, including material and electronic collections.

The AUL for Scholarly Communications and Collections will be responsible for planning, organization, policy development, and implementation of the Library's scholarly communications and collections programs.

- Provides policy, content, and strategic direction for the Center for Innovative Publishing, which includes numerous entrepreneurial electronic publishing and open access repository activities such as Project Euclid, DPubS, and DSpace.
- Serves as the Library's primary spokesperson for collections and scholarly communications to faculty, students, alumni, and administrators, and forges collaborations with academic departments and programs. Works with academic departments to assess the impact of proposed new academic emphases on the collections budget and aligns resources effectively with academic priorities.
- Leads the Library's collection development and management programs, including the work of 45 subject specialists. Oversees the selection of materials in a wide variety of formats and languages. Engages with the information provider community to develop the broadest terms of access to serve the academic user community.

Cornell University is an equal opportunity, affirmative action educator and employer.

- Administers directly a materials budget of over \$12 million and coordinates a total materials budget of \$17 million for the 20 libraries comprising the Cornell University Library, including resources from the Weill Cornell Medical Library, the Cornell Law Library, the Johnson School of Management, the School of Hotel Administration and the contract college libraries (agriculture, applied social sciences, labor relations, life sciences, and veterinary medicine).
- Depending on qualifications of the successful candidate, may oversee the Library's Special Collections, including the University Archives and the Division of Rare and Manuscript Collections.
- Works collaboratively and library-wide with unit, division, and functional heads in all areas to develop strategic directions for collections in an era of increasing digital access, changing modes of information dissemination, and growing interlibrary interdependence.
- Participates in recruiting and hiring librarians with collections and scholarly communications responsibilities; oversees their training and evaluation in these areas. Fosters professional development of librarians and staff to meet the challenges of a rapidly changing environment.
- Represents the Cornell University Library on local, regional, university, national, and international committees and initiatives in the areas of scholarly communications and collections.

Required: MLS or appropriate graduate degree. Significant experience in a major research university with at least five years in research library collection development and/or scholarly publishing/communications; significant experience in digital library programs and/or electronic publishing. Deep knowledge of current trends in scholarly communications and collection development, with strong expertise in digital collection development. Experience in increasingly responsible positions with demonstrated excellent administrative abilities including leadership, effective supervisory and budgetary skills, and commitment to diversity. Ability to effect change in a challenging and complex environment. Excellent communication and interpersonal skills; enthusiasm for collaborative work. Ability to nurture effective and positive relationships with faculty.

Desired: Ph.D. Experience in the innovation and promotion of new technologies and services. Experience in management and planning for archives and special collections.

Background: Cornell University is an Ivy League comprehensive research university located in Ithaca in the scenic Finger Lakes region of upstate New York. The town and university offer a unique cosmopolitan and international atmosphere in a beautiful natural setting of waterfalls, gorges, and lakes. The university comprises 14 schools with 2600 faculty members and 20,000 students enrolled in undergraduate, graduate and professional schools. The Cornell University Library is a vigorous professional organization of 468 staff with a strong track record in innovation and service quality. It consists of 20 libraries, including a nearby high-density storage facility with a capacity of 6.8 million volumes. It contains nearly 8 million printed volumes, 62,000 current serials, 378,000 networked electronic resources, and rich materials in other formats. Ranking 9th among 113 North American academic library members of the Association of Research Libraries, the Library was a recipient of the Association of College and Research Libraries' Excellence in Academic Libraries Award in 2002.

Scholarly Communication Officer

Duke's newly created Scholarly Communication Officer will coordinate scholarly communication activities for Duke University by taking a leadership role in building a scholarly communications program and educating the university community about intellectual property issues and their impact on the nature and conduct of scholarly inquiry and instruction. This position reports to the Director of Academic Technology and Instructional Services. It is a three-year term appointment with the possibility of renewal.

Responsibilities

- Directs copyright activities for the university's libraries and serves as copyright advisor to the university community; serves as the libraries' primary resource on fair use and other copyright issues; assists with obtaining copyright permissions.
- Sustains development of the Libraries' scholarly communication Web site; organizes educational forums on scholarly communication topics as they relate to academia and to research libraries.
- Represents the interests of Duke University Libraries and the university community in the development of university policy on copyright, the public domain, user privacy, and other scholarly communication issues.
- Monitors national scholarly communication policy issues, informs and educates the Duke community of their significance and participates in campus efforts to ensure that scholars, students and libraries in the digital environment retain the full benefits of the current and evolving intellectual property regime.
- Works in close consultation and cooperation with university's Office of General Counsel, the Office of Information Technology, academic departments, and senior university administrators on issues and programs related to scholarly communication.
- As appropriate, coordinates work with the Triangle Research Libraries Network on issues and programs related to scholarly communications.
- Performs other related duties incidental to the work described herein.

POSITION DESCRIPTION

OFFICIAL TITLE	Scholarly Communication Librarian
TITLE CODE	
WORKING TITLE	Scholarly Communication Librarian
POSITION CODE	
APPOINTMENT STATUS	Faculty, Tenure-track, Annual, 100% FTE
ORGANIZATION AND Outreach and LOCATION Holland Library, located at	This position is part of Public Services and is located on the 4 th floor of the Pullman campus of Washington State University.
BASIC FUNCTION	The primary responsibility of this position is to formulate plans for moving the WSU Libraries forward in meeting the challenges of changing modes of scholarly communication.
REPORTS TO	Assistant Dean, Public Services and Outreach
SUPERVISORY RESPONSIBILITY	This position does not supervise or lead any other positions.

DUTIES AND RESPONSIBILITIES:

A. Scholarly Communication (70%):

1. Monitor and report on current developments in scholarly communication, open access, institutional repositories, and related legislative initiatives.
2. Inform library faculty, research faculty, graduate students, and University administrators of changes in scholarly communication and ways in which they can contribute to new and evolving methods for distribution of research results.
3. Develop educational opportunities for sharing information about scholarly communication, open access, institutional repositories (specifically the WSU Research Exchange), and legislative actions that might affect these issues.
4. Develop and maintain the Libraries Scholarly Communication Website and assist in the development of Web-based information for the Research Exchange.
5. In collaboration with the Libraries Systems office personnel and other library staff, develop policies governing deposit of content in the Libraries repository, the WSU Research Exchange.
6. Help develop procedures and workflows to expedite content deposit in Research Exchange.

7. Serves as official WSU Libraries' representative to institutional, regional and national organizations at the request of Assistant Deans, or Dean.

B. Professional/Scholarly Activities (20%)

1. Keeps current on trends and developments in the areas of scholarly communication, open access, institutional repositories, and related areas by reading professional literature, monitoring appropriate email lists, participating in professional organizations and committees, and attending workshops, institutes, seminars and conferences at local, state, regional, national and international levels.
2. Conducts research in areas of library and information science related to this position or other scholarly subjects for potential publications and /or presentations.
3. Share with library colleagues and department faculty and staff relevant information gained from professional activities and use that knowledge to improve departmental operations.

C. Service to the Library, University and the Public (10%)

1. Serves on library working groups, search committees, standing committees, and ad hoc groups as appropriate.
2. Serves on WSU university committees and task forces.

SIGNATURES BLOCK

This position description describes the essential functions and qualifications for the position. This document does not exclude an opportunity for modifications consistent with providing reasonable accommodation. This position description is not a contract. Your signature indicates that you have read this position description and understand the essential functions and qualifications of the position.

Employee _____ Date _____

First-Level Supervisor _____ Date _____

Second-Level Supervisor _____ Date _____