

Position: Associate Director for Collections, Technical Services, and Scholarly Communications

Description:

The Associate Director for Collections, Technical Services, and Scholarly Communications provides leadership, vision, and strategic direction for collection development and management, acquisitions and cataloging, and collection access services of the Ohio State University Libraries. This position also has responsibility for scholarly communications initiatives, including the Knowledge Bank digital repository, e-publishing, and policy oversight for collections to be digitized. Reporting to the Director of University Libraries, the Associate Director will manage the evolution of the Libraries' information resources to match the needs and behaviors of users and enhance and promote access to the Libraries' print and digital collections by Ohio State faculty, students, and staff and by scholars and other researchers worldwide.

Responsibilities:

- Oversees and coordinates the work of the units comprising the division of approximately 15 faculty and 89 staff who have responsibility for collections policy, acquisitions, cataloging/metadata services, collection management/storage operations, preservation, access services, including circulation, e-reserves, document delivery and interlibrary services, and scholarly communications initiatives.
- Manages a materials budget of approximately \$10 million, with a focus on accelerating the transition to electronic formats as content becomes available.
- Oversees and leads the creation, discovery, display, and preservation of digital content, as part of a robust publishing and archiving platform for the research output of the university, working closely with the Assistant Director for Information Technology.
- Works with unit leaders in the division to develop strategic directions and assess service quality.
- Plays a leadership role in library-wide planning, policy making, development and evaluation of services.
- Represents Ohio State University in OhioLINK and the Committee on Institutional Cooperation (CIC) collection development/management activities and participates in other consortial activities.
- Provides leadership and training to academic liaison librarians, working closely with the Associate Director for Research and Education and the Associate Director for Special Collections and Area Studies.
- Fosters a collaborative work environment, encouraging personnel to work across departments within the University Libraries to support the goals and initiatives of the Libraries' strategic plan.

Qualifications:

Required:

- Masters degree in Library/Information Science from an ALA-accredited program (or equivalent degree).
- Minimum of five years of progressively responsible professional experience in a large academic or research library or comparable experience elsewhere.

- Demonstrated administrative excellence, including leadership, effective supervisory and budgetary skills.
- Knowledge and understanding of significant trends and issues in collection management, scholarly communication, and evolving modes of librarianship.
- Strong analytical and decision making skills.
- Collaborative management style that empowers others to excel.

Preferred:

- Record of research, publication, and scholarly achievement sufficient to warrant appointment with tenure at the Associate Professor level.
- National or international reputation in the field of collections or technical services librarianship.
- Significant record of participation in relevant professional associations.

Rank/Salary:

This is a full-time, permanent, 12-month tenure-track faculty appointment. Salary and faculty rank are dependent on qualifications and experience.

Benefits:

The University offers competitive benefits in the form of 22 days vacation, 15 days sick leave, 10 holidays, hospitalization, major medical, surgical-medical, dental, vision, long-term disability insurance, and life insurance at 2.5 times one's annual salary. State and alternative retirement choices are also available. For a summary of benefits, see: <http://hr.osu.edu/hrpubs/ben/fs-bensummaryreg.pdf>

Founded in 1870, The Ohio State University is a comprehensive, state-assisted university offering a complete environment for learning for its 3,000 faculty and 58,000 students. Additional information about The Ohio State University Libraries is available at <http://library.osu.edu>.

Application:

Nominations or applications will be accepted until the position is filled. Preference will be given to applications received by August 2, 2010 by using the University's online jobs site at <http://jobs.osu.edu/>. Or, send a letter of interest with a current resume and name, address, phone, and email address of three references to newman.25@osu.edu.

Greg Newman
Human Resources
The Ohio State University Libraries
1858 Neil Avenue Mall
Columbus, OH 43210
Tel: 614-247-8887

The Ohio State University is an equal opportunity, affirmative action employer. Women, minorities, veterans, and individuals with disabilities are encouraged to apply.