

Memorial University of Newfoundland invites applications for a permanent tenure-track position in the University Library System.

**Head, Public Services Division
Health Sciences Library**

QUALIFICATIONS:

Memorial University Libraries are searching for a dedicated and forward-thinking individual, with a commitment to excellence in user services, to manage the Public Services Division of the Health Sciences Library. The ideal candidate will have strong leadership and organizational skills and an enthusiasm for identifying and implementing innovations for continuous service improvements. S/he will have a proven aptitude for personnel management and for working cooperatively, collaboratively and consultatively with others. S/he must also show independent thought and decision-making skills. The chosen candidate must have the demonstrated ability to set and achieve goals, oversee operations and projects, anticipate divisional needs, and develop and implement policy. S/he should be knowledgeable in current library issues and technologies with particular emphasis on instruction, reference, circulation, reserves and document delivery.

An ALA-accredited masters' degree is required. The successful candidate will have a minimum of four years of professional public services experience within an academic library, preferably including some experience within an academic health sciences library. We anticipate that the candidate will also have several years of supervisory experience managing staff. Demonstrated excellent interpersonal and communication skills are necessary. Strong analytical and problem-solving abilities are essential, with a comfort level in extending those skills to operational software issues and technological changes. Familiarity with circulation and document delivery operations, particularly Sirsi/Dynix and Relais systems, would be assets. Familiarity with information resources specific to the health sciences would also be an asset.

DESCRIPTION:

This position is responsible for the management and coordination of activities of the division, which includes instruction, reference, circulation, reserves and document delivery. The Head, Public Services Division, provides leadership and guidance to members of the division, which is comprised of four public service librarians and seven library support staff. This position reports to the Associate University Librarian (Health Sciences) and assists in the overall administration of and planning for the Health Sciences Library. It represents the division in a variety of forums, including the CAUL-CBUA document delivery group. The incumbent also participates with the other health sciences librarians in the provision of information services, collection development and liaison services.

All librarians at Memorial are expected to contribute to the library profession, the University, or the community through participation in Library or University wide committees, professional associations, or community projects. The successful candidate will be encouraged to pursue scholarly or professional activities that contribute to the research and creative environment of the University

The Health Sciences Library is a branch of the Memorial University Libraries system. It supports the faculty, staff and students of Memorial University's Faculty of Medicine and the Schools of Nursing and Pharmacy, as well as the staff of the Health Sciences Centre site of the Eastern Regional Health Authority. The Library also supports the information needs of health care professionals throughout the province of Newfoundland and Labrador.

For more details about us, see <http://www.library.mun.ca/hsl> .

The current Collective Agreement can be found at <http://www.mun.ca/munfa/collagree.htm>

Memorial University of Newfoundland is the largest university in Atlantic Canada. As the province's only university, Memorial plays an integral role in the educational and cultural life of Newfoundland and Labrador. Offering diverse undergraduate and graduate programs to 18,000 students, Memorial provides a distinctive and stimulating environment for learning in St. John's, a very safe, friendly city with great historic charm, a vibrant cultural life, and easy access to a wide range of outdoor activities.

SALARY:

An appointment at the rank of Librarian II or III is anticipated. Salary is based on experience and qualifications. Librarians at Memorial University are Academic Staff Members as per the collective agreement. The salary floor for Librarian II is \$64,514 and Librarian III is \$72,670, as of September 1, 2012. Memorial offers standard academic benefits which includes opportunities for professional development and research leave.

PROCEDURE:

Deadline for receipt of applications is October 18, 2013. Please cite competition # VPA-HSCL-2013-001. Processing of applications will begin upon receipt.

Interested qualified individuals should send a resume and the names and contact information of three references, including mailing addresses, e-mail addresses, and telephone numbers, to:

Lorraine Busby
University Librarian
Memorial University Libraries
Memorial University of Newfoundland
St. John's, NL Canada A1B 3Y1

Tel: (709) 864-3862
Fax: (709) 864-2153
Email: univlib@mun.ca

Memorial University of Newfoundland is committed to employment equity and encourages applications from qualified women and men, aboriginal peoples, visible minorities and persons with disabilities.

All qualified candidates are encouraged to apply; however, Canadian and permanent residents will be given priority.