



Position Announcement

**Western Connecticut State University
Division of Academic Affairs
Library Services
Assistant Librarian – Instruction & Outreach
Tenure Track**

Western Connecticut State University's Libraries are pleased to announce that applications are being accepted for a 12-month, tenure track Assistant Librarian for Instruction & Outreach position.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, members of LGBTQIA and BIPOC communities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. WCSU is honored to be awarded the federal designation as a Hispanic Serving Institution (HSI). This accomplishment marks a pivotal moment in our progress toward fostering diversity, equity, and inclusion within our campus community.

Western Connecticut State Libraries are dynamic learning centers which foster the discovery, creation, and reinterpretation of knowledge, in support of student success. The faculty and staff are committed to enhancing learning and teaching by connecting researchers with information resources designed to meet the curricular, intellectual, and professional needs of the university community. Additional information about the libraries may be found at <http://library.wcsu.edu>. Information on the university may be found at: www.wcsu.edu

We are looking for a person with a positive, can-do attitude, who has the knowledge and skills to lead the libraries in their support of students from diverse backgrounds. This position engages collaboratively with other stakeholders on campus to ensure that information literacy standards are supported in the classroom. The successful candidate will play a critical role in expanding and promoting the libraries through the design, implementation, management and assessment of instruction and academic-engagement programs which integrate information literacy and research skills into undergraduate and graduate courses.

Position Summary: The Instruction & Outreach Librarian collaborates with appropriate campus entities to develop and assist with instruction and outreach events that increase student engagement with the library and first year programs. Design, deliver, and assess library instruction for first year, general education, and other programs to support learning and engagement in the university. Collaborate with library faculty colleagues to develop educational services that integrate information literacy and research skills into undergraduate programs. Provide research assistance in person and online, including some evening and weekend hours. Investigate, recommend, develop, and coordinate scalable library programs related to student engagement, academic engagement, and orientation for undergraduate students, with an emphasis on information literacy skill-building of early-stage undergraduates and transfer students. Shape new directions for initiatives that support student learning and provide library services where students expect to find them. Manage and develop the libraries' marketing and outreach activities, including arrangement of events and exhibits that promote library resources, goals, and services. Perform research consultations, instruction, collection development, creation of LibGuides, and other general library tasks.



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Supervise adjuncts, interns, student workers, and technicians as necessary and appropriate. Participate in library faculty governance.

Required Qualifications: Master's Degree from an ALA accredited program is required. Must possess professional experience in an academic library; professional experience providing instruction and reference services; experience developing and implementing library programs and outreach initiatives; proficiency with library, educational, and instructional technologies; knowledge of cataloging standards and bibliographic utilities; knowledge of mark-up languages, graphics, and/or website design; knowledge of content management systems; an ability to work collaboratively as well as independently; excellent interpersonal, oral, and written communication skills; and at least two (2) years of supervisory experience. Flexibility, adaptability, and the ability to work successfully in a complex, dynamic environment with competing demands are also required.

Preferred Qualifications: Knowledge of and commitment to proven teaching strategies and practices; Three (3) years of professional experience; experience with office suites and productivity software; experience with Springshare software; and the ability to troubleshoot hard- and software problems. A candidate who does not meet the above standards may also be appointed provided the candidate has credentials and/or experience substantially comparable to the above experience.

WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first-generation and under-represented groups.

Salary & Benefits: The hiring salary range is \$73,912 – \$86,231 and is commensurate upon candidates' experience. Faculty also have access to generous travel and/or research funds. Western offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position, including areas of service and/or leadership, as well as research interests; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's performance, scholarship, and/or service/leadership. To apply, submit your materials to <https://westernconnecticutstateuniversity.applytojob.com/apply/OyYyF6yYgs/Assistant-Librarian-Instruction-Outreach-Tenure-Track> All materials should be submitted as PDF files. Applications must be received by **Friday, February 28, 2025**. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity.

Western is an Affirmative Action Equal Opportunity Educator/Employer