Work at UH Advertisement

Title: University Librarian
Position Number: 0089101
Hiring Unit: Library Services
Location: Manoa Campus
Date Posted: September 04, 2012
Closing Date: Continuous - application review begins October 02, 2012
Salary Information: Salary to commensurate with qualification and experience
Monthly Type: 11 Month
Full Time/Part Time: Full Time
Temporary/Permanent: Permanent
Other Conditions: Continuous, review of application will begin on Tuesday, October 2, 2012, and will continue until the position is filled. For best consideration, applications should be submitted by Tuesday, October 16, 2012.

Duties and Responsibilities

The University of Hawai’i at Manoa (UH Manoa) seeks a motivated and experienced visionary leader to serve as University Librarian. Building upon the many strengths of the University, as well as the unique attributes of Hawai’i and its uniquely multi-cultural and diverse populations of students, faculty and staff, the successful candidate has an exciting opportunity to lead the Library in becoming a stronger intellectual presence in Hawai’i and beyond. The University Librarian will provide leadership and guidance in all aspects of the Library, including positioning the Library locally, nationally, and internationally; maximizing the benefit of its multicultural and mid-Pacific island environment; intellectual development; fundraising; and management of all aspects of Library operations.

The UH Manoa Library serves as a key resource for the Manoa campus as well as for the other UH system campuses. The library has approximately 145 faculty and staff members, and the annual budget is approximately $15 million. The collections contain more than 3.4 million volumes, 2.3 million microform units, about 5,000 computer files, 15,000 linear feet of manuscripts and archives, more than 73,000 audiovisual items, and nearly 95,000 maps and aerial photographs. Collections are housed in three buildings on campus: Hamilton Library, Sinclair Library, and Jefferson Hall. Hamilton Library houses the research collections in the humanities, social sciences, science, and technology; the area focus collections for Asia, Hawai’i, and the Pacific; and archives, manuscripts, and other special research collections. Sinclair Library is home to the music collection, print and media course reserves, Wong Audiovisual Center. The Student Success Center and the Honors Program also make it the center of the Library’s efforts to improve undergraduate education. Both Hamilton and Sinclair contain campus computer labs and provide reference, instruction, and other services. Jefferson Hall is the locale for congressional papers. The UH Manoa Library is a member of the Association of Research Libraries.

UH Manoa is one of the premier institutions of higher learning in the Pacific and part of an international community of research universities. It is the flagship campus of the UH System and enrolls more than 20,000 students. UH Manoa is one of the nation's few land-, sea-, and space-grant institutions, and it plays a vital role in Hawaiian, Asian, and Pacific communities through education, research, outreach, and service. Many of the University's fields of study relate directly to the distinctive geographical and cultural setting of Hawai’i, an island community with diverse ecosystems and exceptional cultural diversity. For more information about UH Manoa and the Library, please go to http://www.manoa.hawaii.edu and http://library.manoa.hawaii.edu.

Minimum Qualifications

1. Bachelor’s degree of Arts or Sciences, Master’s degree in Library and Information Science from an ALA accredited program, and an additional advanced academic degree.

2. Ten (10) years experience of progressively increasing responsibilities at a college, university, or research library (or equivalent), of which four (4) years experience in senior management at a major college, university
or research library (or equivalent).

3. Demonstrated leadership and experience in strategic planning, assessment, budgeting, and human resources management.

4. Experience in developing inter-library cooperation through participation in consortial and other collaborative arrangements.

5. A record of research, publication and/or professional contributions.

6. Strong interpersonal, communication and leadership skills.

7. Ability to manage dynamic processes of change in large organizations.

8. Demonstrated knowledge of current technologies and information systems in higher education and current trends in scholarly communications.

9. Ability to establish and maintain effective working relationships with faculty, University executives, staff, and external constituencies.

10. Fundraising ability and/or experience.

11. Demonstrated commitment to consultative and collaborative processes.

12. Demonstrated experience creating and developing innovative programs/initiatives.

13. Demonstrated commitment to the highest ethical and academic standards.

Desirable Qualifications

1. Demonstrated effectiveness in generating extramural funds through grants or fundraising.

2. Demonstrated knowledge or experience with Hawai‘i, Asia and/or Pacific culture and resources.

3. Ability to work within a unionized environment.

To Apply: Nominations, inquiries, and applications are being accepted for this position. Review of applications will begin on Tuesday, October 2, 2012, and will continue until the position is filled. For best consideration, applications should be submitted by Tuesday, October 16, 2012. Candidates must submit a cover letter summarizing the candidate's interest and qualifications for the position, a current resume, and the names of four (4) professional references, including title and contact information. For a job description and search information, please go to www.manoa.hawaii.edu/executivesearch/ul. E-mail correspondence/submittal is strongly encouraged. Please send materials to:

Address:
Michele Tom, Executive Search Coordinator
University of Hawai‘i at Manoa UL Search
University of Hawai‘i at Manoa
2500 Campus Road, Hawai‘i Hall 209
Honolulu, HI 96822

Inquiries: Michele Tom; 808-956-9396; tomm@hawaii.edu

The University of Hawai‘i is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard absence, or status as a covered veteran.

Employment is contingent on satisfying employment eligibility verification requirements of the Immigration Reform and Control Act of 1986; reference checks of previous employers; and for certain positions, criminal history record checks.

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, annual campus crime statistics for the University of Hawai‘i may be viewed at: http://ope.ed.gov/security/ or a paper copy may be obtained upon request from the respective UH Campus Security or Administrative Services Office.
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