

**UNIVERSITY LIBRARIAN (UHM)****DEFINITION**

This is professional administrative and supervisory work in administering the University Library services on the Manoa Campus. Work involves directing operational activities of the University Library which includes planning, organizing, and directing library programs and services, liaison duties with University departments, other libraries, campus organizations, and external groups and agencies. Work includes serving as chief spokesman for the University's library program, representing it at budget hearings both on campus and, when requested, at legislative hearings, as well as at state and national meetings of library organizations. Supervision and administrative direction are primarily exercised through the heads of major departments within the library in relation to professional library services. Also reporting directly to the University Librarian within the administrative structure of the Library are administrative and library specialists responsible for internal operations, program, planning, and direction of the Library's various collections. Work entails considerable attention to attendance in meetings of committees and organizations both on and off campus including such bodies as the Council of Academic Deans, the University Library Committee, the Patent and Copyright Committee, Advisory Council to the State Library, and the Board of Governors of the Hawaii Medical Library. Work is performed under the general supervision of the Chancellor (UHM) who reviews work through conferences and observation of results obtained.