Clinical Informationist

Department: Woodruff Health Sciences Center Library
Salary: Commensurate with qualifications and experience
Position Availability: Immediately; Relocation Assistance Provided

Position Summary

The Clinical Informationist works with a user-oriented, embedded team of Clinical Informationists to develop and deliver innovative clinical and nursing programs, services, and collections to School of Medicine faculty and graduate medical trainees, Emory Healthcare (EHC) attending physicians and staff, and clinical staff at various clinical teaching sites.

The Clinical Informationist provides a range of services in the Woodruff Health Sciences Center (WHSC) Library’s clinical informationist model, including development of information products and services to support clinical and educational activities, on-demand assistance in locating information, collaboration and consultation on clinical research projects, such as healthcare quality improvement initiatives, collection management, instruction, and assessment.

The incumbent also participates in the work of the Informationists unit in the Woodruff Health Sciences Center Library, including responding to information requests, participating in collection development activities, and collaborating on instruction and other activities to support the services of the Informationists to the health and life sciences faculty, staff and students at Emory University.

Essential Responsibilities & Duties

A. Administrative and Operational
1. In consultation with WHSC Library, develops and executes a strategic plan to ensure that the branch library supports the established missions and initiatives of the School of Medicine and Emory Healthcare efficiently and cost-effectively.
2. Documents policies and procedures for branch processes and services.
3. Ensures that the facility is operational and maintained; coordinates with departments at branch location to ensure maintenance of facility and equipment.
4. Attends Clinical Informationist Services meetings (mandatory), Informationist meetings (mandatory), and staff meetings (mandatory).
5. Works at clinical branch libraries and other Emory Healthcare campuses as needed to ensure consistent service.

B. Informatics, Consultation, and Research Assistance
1. Consults and collaborates with physicians, nurses and other clinical staff on research, quality improvement projects, and instruction
2. Collaborates with clinical staff to develop information products, digital tools, and services to facilitate on-demand use of information in clinical and educational activities.
3. Provides research, reference, and library technology assistance to Emory University students, faculty and staff.
4. Assesses the impact of services; supports existing service model and develops/recommends new services.

C. Collection Development & Management
1. Develops a core collection of resources that support the patient care and research requirements of hospital staff and physicians, and complement the online resources in clinical areas of specialization, in accord with current Collection Development policies.
2. Reviews and selects materials from approval plan vendors for WHSCL collections.

D. Education & Outreach
1. Develops and provides School of Medicine faculty and postgraduate medical trainees and healthcare staff with specialized instruction on library resources and the literature of the health sciences/biomedical field through classes, training sessions, and library instruction aids, including web-based guides.
2. Coordinates with WHSCL staff to develop and provide instruction on library related services and tools.
3. Communicates regularly with primary constituency through email, LISTSERVs, and other channels.
4. Conducts tours and orientation sessions for residents, faculty and staff.
5. Contributes content for the library website and other library outreach and communication efforts.

E. Professional Development
1. Cultivates subject and interdisciplinary knowledge for the purpose of providing knowledgeable consultations and reference assistance through one or more of the following activities: participation at departmental seminars, attending professional meetings or conferences in the discipline, or enrollment in graduate degree program.
2. Keeps abreast of new technologies and trends and how they may apply to the disciplinary field by attending and/or participating in conferences, workshops, and webinars.

F. Campus Contributions & Professional/Scholarly Association Involvement & Activity
1. Participates in library committees related to primary job assignment as appropriate.
2. Represents the library on campus (e.g., the hospital campus) committees related to primary job assignment OR at the request of the supervisor.
3. Serves on professional and scholarly association committees or work groups at the local, state, regional, national, and international level as appropriate to position and area of expertise.
4. Presents on work-related topics and research at professional and scholarly conferences, symposia, workshops, or in scholarly publications.

G. Professional Responsibilities
1. Participates in appropriate professional and scholarly associations and organizations including maintaining membership and/or accreditation; attending meetings, conferences, workshops; and serving in appointed or elected positions.
2. Maintains up-to-date professional knowledge and skills in areas related to primary job assignment as well as maintains general knowledge of current trends in higher education, academic libraries, and information and educational technology.
3. Provides reference assistance to Emory students and faculty, visiting scholars, and the public as needed and assigned.
4. Adheres to guidelines outlined in the Handbook Governing the Librarian series for Faculty-Equivalent Librarians to ensure appointment, appointment renewal and promotion-in-rank
5. Participates in library and campus committees as appropriate for service purposes.

**Required Qualifications**

- ALA-accredited master’s degree in Library and Information Science or equivalent education and experience (subject expertise combined with appropriate teaching experience and/or library experience).
- Ability to build and sustain effective interpersonal relationships with library staff, faculty and students, administrators, etc., at all locations.
- Evidence of analytical, organizational, communication, project, and time management skills and demonstrated ability to set priorities, meet deadlines, and complete tasks and projects on time and within budget and in accordance with task/project parameters.
- Demonstrated proficiency and capabilities with personal computers and software, the web, and library-relevant information technology applications. Working knowledge of standard computer office applications such as Microsoft Outlook, Word, Excel, Access, PowerPoint and other productivity software.
- Commitment to fostering a diverse educational environment and workplace and an ability to work effectively with a diverse faculty and student population.
- Capacity to thrive in an ambiguous, future-oriented environment of a major research institution and to respond effectively to changing needs and priorities.
- Demonstrated knowledge of current trends and issues in academic libraries, higher education, and relevant subject disciplines.
- Evidence of active participation, involvement, and leadership in local, state, regional, national, or international professional or scholarly associations.

**Preferred Qualifications**

- Advanced degree (subject master’s or doctoral) in a relevant discipline.
- Demonstrated knowledge of clinical and nursing informatics and ability to instruct in use of evidence-based practice resources.
- Experience in collaborating with clinicians and/or faculty on clinical, research, and educational activities; such as participating in patient or teaching rounds, conducting systematic reviews, and designing and teaching modules or courses.
- Experience with current web and instructional technologies.

**Application Procedures**

Interested candidates should review the applications requirements and apply online at https://faculty-emory.icims.com/jobs/50625/job

Requisition/Job Posting # 50625

Applications may be submitted as Word or PDF attachments and must include:

1) Cover letter of application describing qualifications and experience;
2) Current resume/vita detailing education and relevant experience; and
3) On a separate document list the names, email addresses, and telephone numbers of 3 professional references including a current or previous supervisor.
**General Information**

Professional librarians at Emory Libraries are 12-month faculty-equivalent positions evaluated annually with assigned ranks renewable for 3 or 5 years based on experience and background. Appropriate professional leave and funding is provided. Depending on educational credentials and position, librarians may be considered for a shared/dual appointment between the library and academic department as a faculty member.

Librarian appointees at Emory generally have educational credentials and professional backgrounds with academic library experience and/or disciplinary knowledge and demonstrate a commitment to continuous learning, professional engagement and involvement, research and scholarship, creativity, innovation, and flexibility. Such backgrounds will normally include a graduate degree from an ALA-accredited library and information science program AND/OR a discipline-specific master’s OR doctoral degree. In addition to professional competence and service within the library in the primary job assignment, advancement and/or appointment renewal requires professional involvement and contributions outside of the library and scholarly activities. Candidates must show evidence or promise of such contributions.

Emory provides an extremely competitive fringe benefit plan that includes personal leave, holiday pay, medical and dental plans, life insurance, courtesy scholarships, and tuition reimbursement just to name a few. For a full list of benefit programs, please go to [http://www.hr.emory.edu/eu/benefits/](http://www.hr.emory.edu/eu/benefits/).

**Description of Institution and Library**

Emory University is internationally recognized for its outstanding liberal arts college, superb professional schools, and one of the South’s leading health care systems. Emory’s beautiful, leafy main campus is located in Atlanta’s historic Druid Hills suburb and is home to 7,836 undergraduates and 6,677 graduate and professional students.

Ranked among the top 25 Association of Research Libraries (ARL) in North America, Emory Libraries in Atlanta and Oxford, Georgia are comprised of 7 libraries, including the Robert W. Woodruff Library, which is home to the Stuart A. Rose Manuscript, Archives, & Rare Book Library; the Goizueta Business Library; and the Heilbrun Music and Media Library. Other libraries include the Atwood Science Commons, the Woodruff Health Sciences Library, and the Oxford College Library located on the Oxford Campus approximately 30 miles from Atlanta. Other libraries at Emory include the Pitts Theology Library and the Hugh F. MacMillan Law Library.

Emory’s collections include more than 4.2 million volumes, 83,000-plus electronic journals, 704,535 electronic books, and internationally renowned special collections. The Rose Library is Emory’s principal repository for rare and special materials. Home to over 250,000 rare books and over 15,000 linear feet of manuscript material, Rose Library’s collections span more than 800 years of history—with particular depth in modern literature, African American history, and the history of Georgia and the South.

The Emory Libraries is a member of the Association of Research Libraries (ARL), the Coalition for Networked Information (CNI), the Center for Research Libraries (CRL), the Council on Library and Information Resources (CLIR), the Digital Library Federation (DLF), International Federation of Library Associations and Institutions (IFLA), and the Scholarly Publishing & Academic Resources Coalition (SPARC) as well as regional associations including the Association of Southeastern Research Libraries (ASERL), Georgia Library Learning...
Online (GALILEO), and the GETSM Consortium (a consortium of the University of Georgia, Emory, Georgia Tech, Georgia State University, and Georgia Regents University).

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Emory University is an equal employment opportunity and affirmative action employer. Women, minorities, people with disabilities and veterans are strongly encouraged to apply.

**Diversity Statement**

Emory Libraries recognize diversity, equity, and inclusion as core values integral to achieving our mission to enrich the quality of life and advance intellectual discovery by connecting people of diverse backgrounds and experiences. We champion an inclusive work environment through competency training, reassurance of personal growth, restorative communication practices, and diverse recruitment and retention. We offer exhibits, collections, programming, and research assistance that speaks to the rich needs and identities of patrons from the Emory community and beyond. We encompass opportunities that strengthen these values. We invite you to bring your true self to the library and feel welcomed when you arrive.

**Emory University is an Equal Opportunity/Affirmative Action/Disability/Veteran Employer.**