



## *Professional Position Posting*

### Visiting Subject Librarian for English

<b>Department:</b>	Emory University Libraries
<b>Salary:</b>	Commensurate with qualifications and experience
<b>Position Availability:</b>	Immediately
<b>Appointment Term:</b>	2-year, temporary position with possibilities for renewal

#### **Position Summary**

Reporting to the Humanities Team Leader, the Visiting English Librarian will be involved and engaged in the entire life-cycle of research, teaching and learning processes. They will collaborate with and support faculty in course-specific ways, including providing point of need instruction sessions and assignments, research guides and/or tutorials. Focused primarily on the English department, the librarian will provide a full range of subject specific library services to include collection development, consultation, instruction, reference services, and assessment for the department and the programs housed within it. The librarian will also serve on the Instruction & Engagement core team and work closely with other librarians and units to understand and integrate area research and curricular needs with the Libraries' collections and services. The Visiting English Librarian will create and sustain working relationships with fellow subject librarians, other Emory Library units, departments, and campus entities and sustain strong relationships with the Stuart A. Rose Manuscript, Archives, & Rare Book Library, Emory's Center for Digital Scholarship, and Academic Technology Services. The Visiting English Librarian will also provide reference assistance and research support as needed.

#### **Key Responsibilities & Duties**

##### A. ENGAGEMENT

1. Serves as primary liaison to and actively develops professional relationships with faculty, students and staff in assigned subject area. May include other areas within the Humanities Team if needed. Serves on the Humanities Team and the Instruction & Engagement core team.
2. Plans and delivers innovative reference and instruction services; teaches research tools and skills relevant to the discipline.
3. Collaborates with faculty to achieve information and digital literacies and archival pedagogy learning outcomes in course-specific ways.
4. Provides in-depth, specialized consultation in support of the entire research lifecycle.
5. Develops content for subject-based web pages.
6. Assists faculty engaged in digital scholarship projects and teaching and learning with technology initiatives. Collaborates as needed with Emory's Center for Digital Scholarship (ECDS) and Academic Technology Services.
7. Partners with other libraries, especially research services in Emory's Stuart A. Rose Manuscript, Archives, & Rare Book Library, to promote teaching and research of primary evidence materials.
8. Contributes to University efforts to assess and promote institutional scholarship.

## B. COLLECTIONS

1. Develops and manages excellent electronic, multimedia, and print collections in English to support the research and teaching needs of the Emory University community.
2. Promotes resources using current tools and technologies.
3. Collaborates with colleagues in related fields to acquire materials, especially the curators in Emory's Stuart A. Rose Manuscript, Archives, & Rare Book Library
4. Provides marketing and assessment of library services.
5. Responsibility for additional subject areas may be assigned.

## C. PROFESSIONAL RESPONSIBILITIES

1. Participates in professional and scholarly associations and organizations including maintaining membership and/or accreditation; attending meetings, conferences, and 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. 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).
- Advanced degree in English or related discipline.
- 0-2 years related experience.
- Familiarity with new technologies, such as text-mining, network analysis, and other digital applications relevant to the study of English literature
- Commitment to user-centered library services.
- Strong interest in technology and tools for research and teaching
- Evidence of excellent communication, public speaking, teaching, writing and analytical skills.
- Commitment to fostering a diverse educational environment and workplace and an ability to work effectively with a diverse faculty, staff, and student population.
- Demonstrated willingness to respond to new opportunities with initiative, creative energy, and leadership.

## Preferred Qualifications

- Practical knowledge of ACRL's Framework for Information Literacy for Higher Education.
- Interest in pursuing research projects in digital humanities or with the Emory Libraries' extensive literary collections
- Strong understanding of the key issues and trends in instruction, collection development, research, and reference in the subject area of English.
- Demonstrated knowledge and experience with instruction, information literacy, and assessment of library services and resources.
- Knowledge of scholarly communication issues and trends within relevant disciplines.

## **Application Procedures**

Interested candidates should review the applications requirements and apply online at <http://apply.interfolio.com/106979>.

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

- 1) Current resume/vita detailing education and relevant experience;
- 2) Cover letter of application describing qualifications and experience; and
- 3) 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. In a separate statement, reflect upon your experience in advancing social justice and equity, and your vision for integrating this into your work. Limit your response to no more than 3 paragraphs.
- 4) On a separate document list the names, email addresses, and telephone numbers of 3 professional references including a current or previous supervisor.

**Review of applications will begin the week of June 20, 2022.** Review of applications will continue until position is successfully filled. Emory is an Equal Opportunity/Affirmative Action Employer that welcomes and encourages diversity and seeks applications and nominations from women, minorities, people with disabilities and veterans.

## **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/>.

## **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 8,079 undergraduates and 7,372 graduate and professional students. As the second largest private employer in Atlanta, Emory University and Emory Healthcare have a combined workforce of approximately, 37,716 and an annual operating budget of \$5.6 billion. Emory University received \$831 million in research funding in fiscal year 2020.

Ranked among the top 20 Association of Research Libraries (ARL) in North America, Emory University Libraries in Atlanta and Oxford, Georgia is the interdisciplinary intellectual commons for Emory University. The collections at the nine Emory Libraries include more than 5.6 million volumes, 400,970 electronic journals, over 1.6 million

electronic books, and internationally renowned special collections. The Stuart A. Rose Manuscript, Archives, and Rare Books Library is home to over 190,000 cataloged titles and more than 19,000 linear feet of manuscript material. Rose Library's collections span more than 800 years of history, with particular depth in modern literature and poetry, African American history and culture, political, social and cultural movements, and the University's archives.

Emory Libraries staff, including student workers, number approximately 350 with an overall library budget of approximately \$42 million. Emory University Libraries is a member of the Association of Research Libraries (ARL), the Association of College and Research Libraries (ACRL), the Atlanta Regional Council for Higher Education (ARCHE), 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) and Georgia Library Learning Online (GALILEO).

The Emory University Libraries include the Robert W. Woodruff Library, which is also home to the Goizueta Business Library, the Heilbrun Music and Media Library, and the Stuart A. Rose Manuscript, Archives, and Rare Book Library. Other library spaces include the Science Commons, Cox Hall Computing Center, the Library Service Center operated in collaboration with the Georgia Institute of Technology, the Woodruff Health Sciences Center Library, the Pitts Theology Library, the Hugh F. MacMillan Law Library, and the Oxford College Library located on the Oxford Campus approximately 30 miles from Atlanta.

### **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.

– December 2020

**Emory University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all applicable Federal and Georgia State Laws, regulations, and executive orders regarding nondiscrimination and affirmative action in its programs and activities. Emory University does not discriminate on the basis of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status.**