Acquisitions & Emerging Technologies Librarian

The Adams State University’s Nielsen Library is currently seeking applicants for an Acquisitions & Emerging Technologies Librarian. This position is responsible for the acquisition of print and audiovisual materials and for the identification, evaluation, and implementation of current and emerging technologies for the delivery of library services. This position also provides reference assistance, subject expertise in an academic area, and serves on library and campus committees. The Acquisitions & Emerging Technologies Librarian supervises work study students and may supervise other hourly employees on a periodic basis. This position reports to the Library Director.

Summary of responsibilities

- Manage all aspects of the acquisitions process, including the supervision or work study students.
- Oversee the acquisition of office and other supplies.
- Create, maintain, and improve library web-pages.
- Coordinate the management and repair of library laptops and CPUs-both hardware and software.
- Assist in the development of tutorials and other research/instructional tools as necessary.
- Serve as liaison between the library and ASU’s Computing Services.
- Serve as liaison between the library and the Marmot library consortium.
- Evaluate and implement emerging technologies.
- Provide reference assistance 8-10 hours per week, occasionally more.

Qualifications

Excellent oral and written communication skills; strong interpersonal skills; high level of commitment to customer service and teamwork; ability to work independently; self-motivated; ability to think logically and to resolve problems; comfortable with detailed work.

Required: Master’s Degree in library science from an ALA accredited program.

Preferred

- Experience with MS-Windows, MS-Office (Word, Excel, Access, Power Point), Internet, e-mail programs (Thunderbird and SquirrelMail.)
- Interlibrary loan: OCLC, CLIO, Odyssey.
- Cataloging: OCLC, label programs.
- Webpage management: Dreamweaver, Fireworks, Bricolage, Adobe Acrobat, etc.
- ILS and OPAC: Millennium and VuFind.
- Spanish language skills.

Benefits: medical and dental benefits, vacation and sick leave.

Salary: $36,500 per year.
Further information:

Adams State University is a state-supported institution that offers both undergraduate and graduate programs. Located in Alamosa in the San Luis Valley of south-central Colorado, approximately 4 hours from Denver and 2.5 hours from Santa Fe, Adams State is designated as a Hispanic Serving Institution and as a regional education provider. Additional information about the university can be found at http://www.adams.edu. Information about Alamosa can be found at http://www.alamosa.org.

Applications:

Applicants should submit a letter of application, resume, graduate transcripts, and three references. Electronic applications are acceptable. Official transcripts will be required prior to campus interviews. Application deadline is September 1, 2012.

Send all materials to:

Mary Walsh
Nielsen Library
Adams State University
Alamosa, Colorado, 81101
719-587-7174, mwalsh@adams.edu

Adams State University is particularly interested in applications from women and minorities.

In compliance with the Immigration Control Act of 1986, candidates for positions must provide proof of eligibility to work before an offer of employment can be made final.

Employee Background Checks Policy at Adams State University

Adams State University is dedicated to providing a safe and secure environment for our faculty, staff, students, and visitors. To assist in achieving this goal, we conduct background checks on persons offered positions at the university prior to employment as described in the background check policy.

Full descriptions of all positions are available from the contact person listed and at http://www.adams.edu/administration/hr/employment.php. Adams State University is an Equal Opportunity/Affirmative Action employer. Applications are sought from all qualified persons regardless of race, color, sex, disability and as covered by law, veteran status. In addition, college policies prohibit discrimination on the basis of religion, national origin, ancestry, age, sexual orientation, marital status, and personal status.