Collection Development Librarian
University Library

(Tenure-Track) Senior Assistant or Associate Librarian
Starting mid-August 2016

Refer to 104118 on all correspondence and inquiries regarding this position.

THE UNIVERSITY

Sonoma State University is one of the 23 campuses of the California State University. Located in the Sonoma County wine country, 48 miles north of San Francisco, the University has an enrollment of approximately 9,000 students. As of spring 2014, the University had 595 faculty with 41% tenure-track. The University is comprised of six schools: Arts and Humanities, Business and Economics, Education, Extended and International Education, Social Sciences, and Science and Technology. Degrees are offered in 46 majors at the bachelor's level and 15 at the master's level. Sonoma State University occupies 274 acres in the beautiful wine country of Sonoma County, in Northern California. Located at the foot of the Sonoma hills, the campus is just an hour’s drive north of San Francisco and 40 minutes away from the Pacific Ocean.

THE DEPARTMENT

Opened in 2000, the University Library in the Jean and Charles Schulz Information Center is a dynamic learning facility, including teaching labs, wireless access, varied study spaces, an information commons, and an automated storage and retrieval system. The University Library defines its mission as support for the whole student. Thriving on innovation and creativity, we actively seek solutions to help users access, evaluate, and create content, and become informed, engaged, global citizens and lifelong learners. The Library is a respected leader in many campus initiatives and is actively engaged with faculty in campus curricular efforts. As faculty, the librarians work to support the overall campus goal of student retention, satisfaction, and graduation. SSU Librarians truly make a difference in realizing the Liberal Arts and Sciences mission of the University.

The Library has a regular and temporary staff of 35, including 8 FTE library faculty, and approximately 40 student employees. Our collection consists of more than 600,000 volumes (print and e-book) and about 40,000 journal titles.

Prospective applicants are encouraged to carefully review the Library's Web page at: http://library.sonoma.edu/about/jobs_faculty.php and the information for faculty available through Faculty Affairs at: http://www.sonoma.edu/aa/fa/prospective/tenure-track.html.

DUTIES OF THE POSITION

The Collection Development Librarian provides leadership for assessing and developing the library’s collections in a collaborative team environment. This successful candidate will bring a forward-thinking perspective, keep an eye on new and emerging trends in collection development, and make
recommendations to the library faculty. S/he will craft an innovative approach to the library’s collections that is both student-centered and responsive to changing University curriculum. S/he identifies new formats and practices, and brings an awareness of the changing nature of academic collections to shape policies and strategic collection planning. S/he undertakes quantitative and qualitative assessment to improve collections in support of the University’s priorities and uses this data for the development of and to document that value of library collections. This position actively participates in CSU-wide collections-related activities, including membership on committees and evaluation of system-wide proposals. S/he oversees pricing negotiations and interpretation of licenses and contracts for library resources. This position also serves as a liaison to designated departments on campus and provides specialized information literacy instruction and research help to those departments. All tenure-track librarians work as a team to advance the library’s information literacy curriculum.

Responsibilities

- Leads and coordinates the development and implementation of strategies and policies regarding collections with a collaborative team of subject liaisons
- Allocates and manages the library materials budget
- Analyzes and reports on data regarding collection growth, usage, material costs, expenditures, etc. to information decisions, project budgetary needs, and develop collection strategies
- Works with vendors and consortia to identify products and negotiate licenses and packages for electronic resources and media
- Regularly assesses the adequacy of library collections and services in conjunction with external reviews of academic programs and proposals of new programs, majors, minors, and certificates
- Manages collections-related projects, which includes identifying project goals and potential issues, setting timelines, identifying and managing staff resources for projects, and assessing project success
- Provides leadership to stacks maintenance staff to maintain collections in usable and discoverable condition
- Identifies and analyzes best practices and emerging trends regarding collections
- As a subject liaison, builds relationships with faculty in designated departments, learns about the teaching and research priorities of the department, identifies opportunities for the library to support those priorities, and keeps faculty up to date about library plans and initiatives
- Provides information literacy instruction and specialized research help to those departments
- As a member of the library instruction team, works with other liaison librarians to create a cohesive, progressive information literacy curriculum
- Selects materials for designated departments and recommends specialized resources and/or programming in line with a discipline’s current and emerging priorities for teaching and research

PROFESSIONAL QUALIFICATIONS

To be recommended for appointment, the candidate must have:

Required Qualifications

- ALA-accredited Master’s degree in Library and/or Information Science
- Minimum three years’ experience in an academic library
- Experience in collection development, acquisitions, and/or electronic resource licensing and management, including managing budgets and negotiating with vendors
- Demonstrated leadership ability and experience setting priorities and establishing long-term plans for collections and resources
- Experience providing instruction to students in an academic environment
- Experience as a subject liaison or demonstrated ability to collaborate with faculty on projects and/or information literacy instruction
Strong analytical skills and experience with data analysis using a variety of tools and types of data
Knowledge of popular data standards and tools, e.g. COUNTER and SUSHI
Demonstrated experience managing complex and overlapping projects
Excellent interpersonal and communication skills
Ability to work both collaboratively and independently in a constantly changing environment
Ability to fulfill the scholarly and service expectations of a tenure-track position
Ability to communicate with and relate to an ethnically and culturally diverse campus community

Desired Qualifications
- Experience with assessment of student learning outcomes
- Record of scholarly achievement
- Experience providing work direction for others (for example to library staff) and leadership in a professional environment
- Familiarity with new data measures and tools, e.g. altmetrics and tools like PlumX

To be recommended for tenure, the candidate must demonstrate satisfactory performance in four areas: teaching effectiveness; scholarship, research, creative achievement and professional development; service to the University; and public service and service to the community. Although tenure may be granted at any time, contract provisions specify that "the normal period of probation shall be a total of six (6) years of full-time probationary service and credited service, if any. Any deviation from the normal six (6) year probationary period shall be the decision of the President following his/her consideration of recommendations from the department or equivalent unit and appropriate administrator(s).” Tenure is required for promotion above the level of Associate Professor.

RANK AND SALARY

Rank is Senior Assistant Librarian or Associate Librarian, depending on qualifications and experience. Salary range is approximately $58,968 - $74,340.

HOW TO APPLY

Do not send materials to facultysearch@sonoma.edu. To apply for this position, go to www.sonoma.edu/jobs and select Job Opportunities. If you are not currently employed at Sonoma State University, select the External Applicants box. You will be redirected to a list of all available jobs at Sonoma State University. Find and select the faculty position you are applying for to view the description and select Apply Now. If you have not applied for a job at Sonoma State University previously you will be asked to Register Now in order to proceed. After submitting the application letter and curriculum vitae, please proceed to My Career Tools to attach the additional required documents. Your statement of research interests may be a statement of scholarship and/or creative activity if appropriate to your discipline. PDFs are the preferred format for all submissions. Once you have submitted all materials, a confirmation email will be automatically sent to you. If you encounter difficulties during the application process, please email facultysearch@sonoma.edu.

Please submit:
- Required
  - Application letter
  - Curriculum vitae
Additional Required Documents

- Contact Information for 3 References

Letters of Recommendation will be requested from finalists only.

Official transcripts may be required at the time of hire.

Sonoma State University hires only individuals lawfully authorized to work in the United States. All offers of employment are contingent upon presentation of documents demonstrating the appointee’s identity and eligibility to work, in accordance with the provisions of the Immigration Reform and Control Act.

APPLICATION DEADLINE

The deadline to apply to this position is by March 22, 2016.

Questions concerning this position may be directed to:

Laura Krier, Search Committee Chair
krierl@sonoma.edu
(707) 664-2459

Questions concerning the application process may be directed to: facultysearch@sonoma.edu.

104118 - PLEASE REFER TO THIS NUMBER ON ALL CORRESPONDENCE AND INQUIRIES REGARDING THIS POSITION.

EQUAL EMPLOYMENT OPPORTUNITY

The university is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.

MANDATED REPORTING REQUIREMENT

This position is considered a “mandated reporter” under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

CAMPUS SAFETY REPORTS

Jeanne Clery Act – Annual Security Report
Sonoma State University's Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Sonoma State University and on the public property within, or immediately adjacent to and accessible from the campus.
The report also includes institutional policies concerning campus security, alcohol/drug use, crime prevention, reporting of crimes, sexual assault and other matters. You can download a copy of this report by accessing the Police and Parking Services web site: Jeanne Clery Act - Annual Security Report, or receive a copy by contacting Police and Parking Services at (707) 664-2143.

**Campus Housing Fire Safety Report**

Sonoma State University’s Annual Campus Housing Fire Safety Report, in compliance with The Campus Fire Safety Right-to-Know Act, contains information about fire statistics, fire safety systems, and safety practices and standards for campus housing. The Campus Housing Fire Safety Report is available at the Housing Services website or you can contact Housing Services at (707) 664-2541 to receive printed information or additional information.

**BACKGROUND CHECK**

Successful candidate is required to complete a background check prior to assuming this position.

**SMOKE-FREE CAMPUS**

Sonoma State University is proud to be a smoke-free campus within the California State University System. Effective July 1, 2015, Smoking and other uses of tobacco products, such as smokeless tobacco, the use of e-cigarettes and similar devices, are prohibited on Sonoma State owned, controlled or leased property, as well as in vehicles owned, leased, or rented by the University, parking lots and residential space.

View Benefits Summary

**SONOMA STATE UNIVERSITY**

University Library
1801 East Cotati Avenue
Rohnert Park, CA 94928-3609