MARYGROVE COLLEGE
Position Description

Position Title: Resource Sharing and Access Services Librarian
Department: Library
Supervisor: Library Director
Review of Applications: begins September 24, 2018

SUMMARY
The librarian in this position provides Marygrove faculty and students access to scholarly materials, maintains the library collections, and provides reference support. In addition, the Resource Sharing and Access Services Librarian carries out the responsibilities of a librarian with faculty status by participating as a faculty member in meetings, forums, and ceremonies, and serving on faculty and college committees.

DUTIES AND RESPONSIBILITIES
- Facilitates access for faculty and students to scholarly resources and research materials through the local collection of the Geschke Library and through interlibrary loan services.
- Collects and maintains library statistics.
- Provides reference services both face-to-face and virtually.
- Performs other duties as assigned.

QUALIFICATIONS
Education
- An MLS/MLIS degree from an ALA-accredited institution is required.
- A second MA is desirable.

Work experience
- Evidence of a strong commitment to customer service is required.
- Work experience in an academic library is desirable.

Skills and abilities
- Excellent oral, written, and interpersonal communication skills.
- Excellent ability to work with the public.
- Strong interest in acquiring new skills and learning to use new technologies.
- Strong analytical and decision-making skills

WORK CONDITIONS
- The successful candidate may be asked to work some evenings and weekends
- This position requires moving and shelving of books.

Please submit your curriculum vitae, a cover letter and contact information for three references to the library director at: mkickham@marygrove.edu. Also, please place the title of the position, “Resource Sharing and Access Services Librarian,” in the subject line. Review of applications will begin September 24, 2018, EOE.