RE-OPEN 1/18/18
POSITION ANNOUNCEMENT

TITLE: PUBLIC SERVICES AND INSTRUCTION LIBRARIAN  DEPT: LIBRARY

REG ☑  TEMP ☐  FULL TIME ☑  PART TIME ☐

STARTING RATE or SALARY RANGE: $41,000.00
Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

*INTERNAL POSTING THROUGH: Concurrent* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING.  APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:
The Public Services & Instruction Librarian will be responsible for the management and oversight of multiple library departments in the areas of Access Services which include: Circulation, Interlibrary Loan, and Archives. The successful candidate will be responsible for overseeing and developing projects that engage and enhance research among our community of scholars. This position will be responsible for service quality, instruction and creative use of available technology in support of public service operations. The successful candidate will provide research and reference services to students, faculty, staff and members of the Socorro community. They will plan, teach and assess information literacy instruction in collaboration with the Library Director, NMT Faculty and Administration. They will also be responsible for producing and publishing digital and print resources that support the library’s mission of improving information literacy and access.
The Public Services & Instruction Librarian will serve as liaison to academic and student service departments with the goal of improving access and scholarship across campus. Common job responsibilities will include: instruction, reference, information literacy, instructional design, user services, and first year experience.

Knowledge & Skills:
- Knowledge of professional library and information sciences principles, practices and standards
- Knowledge of ACRL information literacy standards.
- Knowledge of standard reference materials used in the retrieval of information.
- Management and/or supervisory experience.
- Skill in decision making and problem solving.
- Skill in interpersonal relations and in dealing with the public.
- The ability to employ effective communication, organization, analytic, and problem-solving skills.
- The ability to develop and implement Information Literacy curriculum.
- The ability to develop and maintain strong productive relationships with colleagues, students, faculty, staff and NMT administrators.

REQUIRED QUALIFICATIONS:
Degree Requirement: Bachelor's Degree and ALA Accredited Masters, or degree pursuant to an ALA Accredited Master degree with experience in academic libraries. Supervisory and library experience required.

Apply to: New Mexico Tech, Human Resources 801 Leroy Pl. Brown Hall Box 164, Socorro, NM 87801-4796