Reference & Subject Librarian - Sciences
Tenure-track position

Concordia University Libraries invites applications for a service-minded and innovative librarian for a tenure-track position as Reference & Subject Librarian, Sciences.

Concordia University is one of Canada’s most dynamic universities in one of North America’s most livable cities. It reflects a unique blend of commitments to diversity, accessibility, social responsibility, and innovation. With over 43,000 students (6,300 international) and nearly 1,800 full-time and part-time professors, Concordia is recognized for offering a rich academic experience combined with strong community engagement.

Concordia University Libraries serves the lively university community from two campus libraries, the Georges Vanier Library at the Loyola campus and the R. Howard Webster Library at the downtown campus, with a team of over 30 professional librarians. Its services are founded upon the university’s strategic framework and academic plan. For more information about the services and operations of the Libraries, see http://library.concordia.ca/

The Reference & Subject Librarian for sciences is a member of the Libraries professional team, reporting to the Associate University Librarian, Research and Graduate Studies, or her delegate.

The incumbent works collaboratively with faculty, staff and other librarians to develop, deliver, promote and evaluate library services to students, faculty and others in support of teaching and research activities, and of library objectives, particularly relating to the sciences.

Librarians are members of the Concordia University Faculty Association (CUFA). Responsibilities include library operations, research & scholarship, and service to the University & community to meet requirements for tenure and promotion.
Primary Tasks

RESPONSIBILITIES

Liaises with assigned academic departments.

Develops a thorough familiarity with the information resources, and with the university’s curricular and research needs, in the assigned subject areas.

Provides in-depth reference assistance to individuals and small groups.

Prepares and delivers instruction to groups or classes.

Develops tools for the effective use of resources.

Participates in collection evaluation, development and management, in consultation with faculty, librarians, and the Associate University Librarian, Collection Services, as required.

Undertakes or contributes to special projects as assigned.

Participates in the evaluation and promotion of library services.

Participates in Library and University committees and working groups.

QUALIFICATIONS

A graduate degree from a library school accredited by the American Library Association, or approved equivalent education and training acceptable for membership in the Corporation of Professional Librarians of Québec.

An undergraduate degree in the sciences.

Professional experience in an academic library, or other relevant experience.

Ability to organize and to conduct instructional activities for individuals and groups.

Familiarity with reference resources, services and electronic information systems.

Familiarity with trends in university education and in academic libraries.

Excellent communication skills. Ability to prepare and present written and oral reports.

Ability to manage multiple priorities as well as to plan and implement projects.

Willingness to share expertise, work in teams and negotiate solutions with diverse groups.
Aptitude for and interest in service oriented work and ability to work with the public in a tactful manner in a multicultural environment.

Strong analytical and creative problem-solving skills, flexibility.

Ability to work both independently and collaboratively.

Demonstrated commitment and ability to apply creative ideas in the pursuit of institutional goals.

Oral and written fluency in English is essential. Oral fluency in French and basic written French are assets.

**Salary and Benefits**

The successful candidate will receive a probationary tenure-track position at Concordia University. Salary and rank are commensurate with experience. Employment includes a competitive and comprehensive benefit package.

The appointment will commence at the earliest negotiable date.

Concordia University is committed to employment equity.

**Application Procedure**

Interested candidates must supply the following in one (1) single attachment:

- a letter of interest;
- curriculum vitae, which includes a statement of your citizenship;
- the names, email addresses and telephone numbers of three professional references.

All qualified candidates will be considered. Canadian citizens and permanent residents of Canada will be given priority.

Candidates should apply in confidence by email to Ms. Sandra Biron, Library Personnel Assistant at lib-admin@concordia.ca

Applications must be received by **no later than 5:00 p.m. on Wednesday, March 25th, 2015.**