Systems Librarian

Concordia University Library seeks a dynamic and innovative librarian for a tenure-track position as Systems Librarian.

Concordia University Library provides collections and services fundamental to academic success, creation, the advancement of knowledge, and lifelong learning. With a team of 120 librarians, professionals and support staff who put student and faculty success at the centre of their practice, the Library collaborates to achieve the goals outlined in our strategic plan and in the University's strategic framework and directions. For more information about the services and operations of the Library, see http://library.concordia.ca/.

Concordia University is recognized as Canada’s top university under the age of 50 and one of the most international universities in the world. With more than 7,000 faculty and staff, and 47,000 students, Concordia enables individuals to grow, contribute and innovate. Located on two campuses in the heart of cosmopolitan Montreal, our faculty and students benefit from state-of-the-art research and teaching facilities and compelling program offerings in our four Faculties, Library, School of Graduate Studies and Centre for Continuing Education. In 2019, Concordia was recognized as a top Montreal employer for the fourth year running. We made the list based on a number of criteria, including pension and benefits, training and development opportunities, and the physical and social aspects of the workplace.

Montreal, our home, is exceptional. It is a unique city — safe and clean, vibrant and diverse, with new things to discover around every corner.

The Systems Librarian is a member of the Library’s professional team, reporting to the Associate University Librarian, Information Systems and Technology. The incumbent actively participates in the planning, development and management of the Library’s information systems and applications, to support students and faculty in their research, teaching and learning activities. The incumbent contributes substantively to a variety of Library and University strategic initiatives and projects, through committees, working groups, and project teams.

Librarians are members of the Concordia University Faculty Association (CUFA).
RESPONSIBILITIES

Within a team environment, develop, implement, manage and support information systems and applications.

Work cooperatively with the Bureau de coopération interuniversitaire (BCI) libraries to administer, implement, and develop the shared Library Services Platform.

Provide overall support to staff using the shared Library Services Platform.

Extract, load, manipulate data; design reports with data from the Library Services Platform.

Work with APIs and programming languages to solve issues and develop innovative services.

Serve as project manager for systems projects.

Lead and participate in the development and implementation of technology-driven projects and services.

Collaborate to integrate library applications with other campus systems and cloud services.

Participate in the implementation and management of authentication systems and in the resolution of access issues.

Provide software applications workshops to staff, researchers, faculty and students to support University & Library teaching, learning and research.

Participate in university and library committees & working groups.

Keep current with developments in academic libraries and new developments in information technology.

Perform other tasks and duties as assigned.

QUALIFICATIONS

Professional expertise

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 Quebec.

A minimum of two (2) years’ experience with library systems and technologies or equivalent work experience.
Experience with Library Services Platforms (LSP). Experience with OCLC WorldShare Management System (WMS), an asset.

Experience with HTML/CSS, XML/XSLT, OpenURL and MARC.

Experience writing new code with at least one programming language and working with APIs.

Experience manipulating large data sets

Familiarity with the use of authentication systems in academic libraries.

Strong analytical & technical thinking skills and good systems troubleshooting skills.

Ability to provide support and instruction to faculty, students, researchers and staff with the use of software and systems

Knowledge of current trends and issues in information technology and libraries

Project management skills and interest in working with project management tools.

**General Competencies**

Strong leadership, organizational and interpersonal skills.

Strong motivation, aptitude and interest to establish student and faculty success as the centre of their professional practice.

Ability to work both independently and collaboratively, share expertise, work in teams and negotiate solutions with diverse groups.

Ability to handle multiple priorities and tasks as well as projects.

Ability to handle stress, to adapt to and lead change.

Excellent communication skills. Strong analytical and creative problem-solving skills.

Curiosity, drive and flexibility so as to discover and try new things, in support of Library and University strategic directions.

Oral and written fluency in English. Professional level of French communication is required.

**Salary and Benefits**

Compensation and rank are commensurate with qualifications and experience. The position includes a competitive and comprehensive benefit package.
Application Procedure

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

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

Electronic applications should be submitted by April 22, 2020 at 5 pm to Sandra Biron, Library Personnel Assistant: employment.library@concordia.ca. Only shortlisted candidates will be contacted.

Please note that the University’s facilities are currently closed in response to the Coronavirus crisis. As such, the interviews and presentations will likely be conducted remotely, using video-conferencing software. Candidates will be consulted on a case-by-case basis on the best process and format to use given their location and particular situation.

Concordia University is strongly committed to employment equity within its community, and to recruiting a diverse faculty and staff. The University encourages applications from all qualified candidates, including women, members of visible minorities, Indigenous persons, members of sexual minorities, persons with disabilities, and others who may contribute to diversification; candidates are invited to self-identify in their application.

All qualified candidates are encouraged to apply; however, Canadians and Permanent Residents will be given priority. To comply with the Government of Canada's reporting requirements, the University is obliged to gather information about applicants’ status as either Permanent Residents of Canada or Canadian citizens. While applicants need not identify their country of origin or current citizenship, all applicants must include one of the following statements:

Yes, I am a citizen or permanent resident of Canada, or

No, I am not a citizen or permanent resident of Canada

Concordia University recognizes the potential impact that career interruptions can have on a candidate’s record of research excellence and/or professional experience and will take them into careful consideration in assessing applications and throughout the selection process.

Applicants who anticipate requiring accommodations throughout any stage of the recruitment process may contact, in confidence, Nadia Hardy, Interim Deputy Provost and Vice-Provost, Faculty Development and Inclusion, at: vpfdi@concordia.ca or by telephone at (514) 848-2424 ext. 4323.

Concordia University is located on unceded Indigenous lands. The Kanien’kehá:ka Nation is recognized as the custodians of the lands and waters on which we gather today, Tiohtiá:ke/Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued
connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within the Montreal community.