

Assistant Director for Public Services #001309
J.Y. Joyner Library
East Carolina University

Known for its leadership in distance education and its mission to serve, J.Y. Joyner Library, East Carolina University seeks an enthusiastic, energetic colleague with a “customer first” philosophy to join its leadership team and provide vision and guidance for public services. The successful candidate will work with other faculty and staff members within the Library to provide outstanding service to university students, faculty, and staff members as well as to area researchers and visiting scholars.

Responsibilities: Reporting to the Dean of Academic Library and Learning Resources, the Assistant Director for Public Services will serve as a member of the Library’s senior management team. The Assistant Director will contribute to strategic planning, program development and evaluation and allocation of resources in support of the Library’s mission. As leader of the Public Services Division, the Assistant Director will supervise the Heads of the Reference Department, Circulation Department, Interlibrary Loan Department, Music Library and the Teaching Resources Center. The Assistant Director will provide positive leadership and vision, serve as an advocate for division faculty and staff, assess current and future user needs, and plan and implement service improvements. The Assistant Director will be active in campus and professional activities.

Finalists will be asked to make a brief presentation during the on-campus interview.

Required Qualifications: ALA-accredited master’s degree or international equivalent in library or information science; at least five years of sustained, successful professional library experience in increasingly responsible positions in a public service environment of an academic or research library; demonstrated ability to supervise and direct a team of professional and support staff; record of leadership, accomplishment and innovation in library user services; demonstrated knowledge of and experience with current and emerging trends, best practices and technologies related to library public services; strong commitment to customer relations and user-centered library services; ability to establish and maintain effective relationships with a diverse population of students, faculty, staff and community users; superior analytical, organizational, interpersonal, oral and written communication skills; demonstrated flexibility and initiative; ability to work in a team environment, demonstrating leadership and encouraging others; demonstrated ability to achieve tenure through effective job performance, contributions to the profession through research and scholarly publication, and involvement in regional or national library organizations.

Preferred Qualifications: Significant professional experience in a medium or large academic or research library; additional graduate degree; experience with advocacy, marketing, outreach and programming; experience with planning and providing services to distance learners; a broad library-wide perspective; capacity to thrive in an environment of change and to foster that capability in others; experience in library budgeting and planning; demonstrated knowledge of current trends and best practices in scholarly communication, experience repurposing academic library space.

Academic Library Services: Academic Library Services (ALS) supports the campus community’s mission of teaching, research, and service. ALS is a member of the Association of Southeastern Research Libraries (ASERL), has an operating budget of \$7.5 million and a materials budget of \$4.3 million, and employs a staff of 105, including 38 faculty positions. It is a

selective federal depository library. Visit the Library's web site at <http://www.lib.ecu.edu> for additional information.

ALS recognizes that diversity and respect for human differences within the academy is a key source of intellectual vitality and innovative spirit, and encourages genuine respect for individual backgrounds, lifestyles, experiences, perspectives and opinions. ALS invites candidates from diverse backgrounds who will contribute affirmatively and creatively to the university's multicultural environment. We seek candidates who reflect the rich mix of backgrounds, life experiences, cultures, perspectives and world views found within our university and community.

Located in Greenville, North Carolina, ECU enrolls over 27,800 students. It is a constituent institution of the University of North Carolina and offers 104 bachelor's degree programs, 73 master's degree programs and 38 certificate programs. In addition, it offers 18 doctoral programs (Ph.D., Ed.D.). ECU holds Doctoral/Research Universities status as defined by The Carnegie Foundation. The campus is located approximately 80 miles east of Raleigh, and 80 miles west of the Atlantic Ocean. Additional information about ECU is available at <http://www.ecu.edu>.

Rank, Salary and Benefits: This is a twelve-month faculty position with a comprehensive fringe benefits package. Professional achievement, service, and research/creative activity are required for tenure and promotion. Rank and salary will be commensurate with candidate's experience and professional achievement (minimum salary of \$75,000).

Application Process: Screening of applications will begin October 2, 2011, and continue until the position is filled. Start date is negotiable. **All applicants must** apply online through ECU's employment website at <http://www.jobs.ecu.edu>. Additional materials (letter of application; resume; copies of transcripts; and names and addresses, postal and email, of three current references) can be attached to the application electronically or the materials may be sent by mail to:

Search Committee
Assistant Director for Public Services
Ms. Mary Sweatte, Library Personnel Administrator
2400 Joyner Library, Mail Stop 516
East Carolina University
Greenville, NC 27858-4353

Official transcripts for required degrees must be received prior to any offer of employment. Proper documentation of identity and employability are required at the time of employment. A criminal background report will be completed on the chosen candidate. East Carolina University is an Equal Opportunity/Affirmative Action University that accommodates individuals with disabilities. Individuals requesting accommodation under the Americans with Disabilities Act (ADA) should contact the Department for Disability Support Services at (252) 737-1016 (Voice/TTY).

Academic Library Services is dedicated to sustaining a diverse workforce and does not discriminate against applicants, students, or employees based on race, color, national origin, religion, gender, sexual orientation, or disability.