POSITION: Digital Services/Systems Librarian

ANTICIPATED STARTING DATE: September 2014

MINIMUM QUALIFICATIONS: ALA-accredited Master’s degree in Library/Information Science or closely related discipline and at least one year of professional library experience. Demonstrated abilities to work effectively independently and in teams; strong computer and information technology skills; excellent interpersonal, written communication skills; effective presentation skills; demonstrated positive customer service experience; demonstrated commitment to multiculturalism and to working with a diverse student body.

PREFERRED QUALIFICATIONS: Experience in an academic library; experience with library information systems; proficiency in using relational database management tools (especially ODBC, MS Access and SQL); knowledge of and experience with emerging technologies (e.g., mobile applications); knowledge and experience in next generation library information systems and discovery layer service; experience using text-based protocols (e.g., SFTP and SSH); working knowledge of HTML and XML are strongly preferred qualifications.

RESPONSIBILITIES: Working in a team environment under the direction of the Director of Library Services, the successful candidate will: (1) coordinate and lead digital/e-resource activities including systems management, policy development and statistical reporting; (2) provide technical support for the Library information system; (3) configure system and OPAC modules; (4) develop and maintain the Library’s web presence and other web applications; (5) oversee Library operation at the Meriden Center; (6) develop successful partnerships with Distance Learning and faculty to integrate digital/e-resources and mobile technologies with campus teaching and learning initiatives; (7) liaise with faculty and contribute to the Library’s collection development and maintenance; (8) supervise circulation operations and manage course reserves; (9) participate in reference and research assistance; (10) provide copy cataloging services as needed; (11) provide assistance and technical support to library staff for the creation of teaching aids such as class and subject guides; (12) liaise with the college’s IT Department; (13) perform other related duties as assigned.

In addition, the individual will be expected to attend and participate in convocation and commencement ceremonies, serve on committees and task forces, and engage in professional development activities. This position may require work evening and occasional weekend work.

EQUIVALENCIES: Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience prepare them for the responsibilities of this position and by providing appropriate references.

MINIMUM SALARY: $61,255 approximate annual

APPLICATION PROCEDURE: Send letter of intent, Board of Regents application (available at http://mxcc.edu/jobs/) resume, copies of transcripts, and the names of three references to:

Noreen Wilson
Human Resources
Middlesex Community College
100 Training Hill Road
Middletown, CT 06457

Or email to MX-HR-Recruitment@mxcc.edu or fax (860) 343-5870

APPLICATION DEADLINE: July 14, 2014

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AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Middlesex Connecticut Community College is an affirmative action/equal opportunity employer and strongly encourages the applications of women, minorities, persons with disabilities, and veterans.