

The University of Southern Mississippi invites applicants for a full-time, 12-month, non-tenure-track faculty position as Assistant Teaching Professor/Access Services Librarian in the University Libraries Gulf Coast Library.

For more information about the position and to apply:

<https://usm.csod.com/ats/careersite/JobDetails.aspx?id=4004&site=1>

Special Instructions to Applicants

Review of applications will begin a month after posting and will continue until the position is filled. A completed application will include a cover letter describing applicant strengths and qualifications for the position, curriculum vitae, academic transcripts (unofficial transcripts are acceptable; official transcripts are necessary for hire) and contact information for three professional references.

Job Summary

The Access Services Librarian is responsible for the supervision and administration of circulation, document delivery, interlibrary loan, reserves, and collection management. The position coordinates access services functions with colleagues at two other libraries, reports to the Head of Gulf Coast Libraries, and directly supervises Access Services employees at Gulf Coast Library. The position is expected to research trends in library access services and recommend new approaches to patron services and offerings.

Minimum Qualifications:

Master's degree in library and/or information science from a program accredited by the American Library Association or an equivalent advanced degree and experience.

Knowledge, Skills, and Abilities (KSA):

- Excellent organization and time management skills.
- Excellent written and oral communication skills and the ability to communicate effectively with a diverse group of individuals.
- Strong passionate customer service orientation and determined to provide a positive experience for others.
- Ability to effectively plan and delegate the work of others.
- Ability to show enthusiasm and positivity in outreach endeavors.
- Takes initiative to seek opportunities for improving policies and procedures with positive attitude.

Preferred Qualifications:

- Demonstrated experience providing access services, such as circulation, reserves, or stacks maintenance, in an academic library.
- Knowledge of copyright issues as applied to access services.
- Knowledge of customer service principles.
- Experience with the Alma, Primo, and Tapasa systems.

The University of Southern Mississippi is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. The University is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

For more information about USM and life on the Mississippi Gulf Coast:

<https://www.usm.edu/provost/internalportal/2023-faculty-search-profile.pdf>