

Associate Director of Collection and Resource Services Job Post Text

Position Summary

The Associate Director of Collection and Resource Services provides strategic vision and expertise in the management, organization, and lifecycle of Georgia College's electronic and print resource collections. The Associate Director oversees continuing resources management, including identifying and resolving complex issues related to electronic serials, databases, and subscriptions.

The Associate Director manages licensing matters with comprehensive knowledge of how and for whom the organization licenses content, as well as the concepts, implications, and contract language pertaining to archival rights, perpetual access, and interlibrary loan. The Associate Director maintains current high-level working knowledge of print and electronic resource processing while identifying, evaluating, and staying current with emerging trends, resources, practices, and standards in electronic resource management, usage statistics, data management, access, and discovery to enhance library services.

This 12-month faculty position requires an ALA-accredited Master's degree in Library Science, with the experience and documented achievements appropriate for consideration of a tenured appointment at the rank of Associate Professor.

Educational Requirements

ALA-accredited Master's of Library Science degree

Other Required Qualifications

Experience and documented achievements appropriate for consideration of a tenured appointment at the rank of Associate Professor

Required Experience

Three years of demonstrated experience:

Supervising departmental employees, including hiring, training, coaching, and evaluating performance

Managing electronic serials, databases, and subscriptions

Administering an integrated library system (ILS) in a shared environment

Engaging with vendors of print and electronic resources

Training and informing end-users and decision-makers on library resources and services

Leading projects, committees, and workgroups

Collaborating across library departments on services and resources such as interlibrary loan, open education resources, and course reserves that support student success

Working with access and identity management or proxy server tools such as OpenAthens

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Utilizing an integrated library system (ILS) in a shared environment

Planning and administering library budgets

Participating in large-scale library projects, such as collection weeding or analysis initiatives

Providing reference services and information literacy instruction to students

Additional Preferred Qualifications

Five years of demonstrated experience:

Supervising professional or faculty librarians and library staff, including hiring, training, coaching, and evaluating performance

Strategically utilizing the Ex Libris Alma integrated library system (ILS) and associated technologies (e.g., Rapido, Leganto, Specto) to advance the mission of the library and the university

Administering library budgets, including forecasting, evaluating, and objectively allocating resources across departments and funds

Assessing the need for and initiating large-scale projects such as new system implementations, collection weeding/analysis, or similar ventures

Working with access and identity management or proxy server tools and/or electronic reserve systems to explore the correlation between library resource usage and student outcomes

Teaching for-credit information literacy courses

Salary: \$77,900

Link to Apply:

https://careers.hprod.onehcm.usg.edu/psp/careers/CAREERS/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=36000&JobOpeningId=297006&PostingSeq=1