

**Research and Education Informationist**  
**Medical University of South Carolina Libraries**  
**Charleston, South Carolina**  
<http://www.library.musc.edu/>



The MUSC Libraries seeks a service-oriented, collaborative, and self-motivated individual to fill the Research and Education Informationist position. The Research and Education Informationist will provide research and knowledge management services to students and teaching, clinical, and research faculty from the MUSC College of Medicine. This position reports to the Associate Director and will work in a flexible, team-oriented, highly collaborative environment. This position has a broad scope of work and activities, including expert search services, teaching and education, research consultations, and community engagement with MUSC students, faculty, and staff in the health sciences.

## **RESPONSIBILITIES**

### **Reference and Research**

Provide high-quality reference and research support to teaching, clinical, and research faculty in response to their information needs to support education, grant preparation, clinical care delivery, and research.

- Provide in-depth and on-demand research consultation services for individuals and small groups.
- Collaborate with the Digital Strategies and Innovation (DSI) team to maintain and improve the library web presence, expand staff and technical program capabilities, develop new technology-based services, and plan for future directions.
- Work with the Information Resources and Collection Services (IRCS) team to evaluate and recommend information resources, synchronizing the Library's collections, web, and electronic health record presence with clinical, research, and educational needs.
- Perform general reference duties: answer reference questions, conduct expert literature searches, consult on faculty publications and presentations, and meet with faculty to assist with their research.

### **Teaching and Education**

In collaboration with the Associate Director and the Research and Education Services team, plan and implement strategies for integrating the library's expertise, resources, and services into education, research, and clinical care.

- Guide faculty, staff, and students in effectively using library services and resources to support evidence-based practice.

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- Design and teach curriculum-integrated instruction sessions in person and virtual learning environments.
- Apply adult learning theories, principles, and practices to support teaching and learning.
- Develop and maintain webpages and LibGuides for specific disciplines and subjects.
- Create online tutorials on resources and information skills supporting distance students and just-in-time training.
- Participate in planning and presenting in-person and online library instruction programs and activities, including new student/faculty orientation, information resource tutorials, and participation in university-wide events.
- Plan and participate in university events such as student and faculty orientations and other outreach activities.
- Participate in faculty meetings, retreats, and other meetings as appropriate.

### **Liaison Services**

Serve as liaison to students, faculty, and staff for education, outreach, instruction, research, and collection services for assigned disciplines.

- Provide client-centered services, including teaching and instruction, reference and research support, and collection development.
- Serve as the primary point of contact for faculty and students in assigned liaison areas to ensure coordination of services and to meet curricular needs.
- Cultivate relationships through campus engagement and actively work towards establishing productive relationships with departmental faculty, staff, and students to integrate the library's resources into curricula and research projects.
- Seek opportunities to collaborate and establish partnerships with faculty members and departments within the liaison school.
- Develop outreach activities and communication to promote library resources and services.

### **General Responsibilities**

- Fulfill faculty duties as outlined in the MUSC Faculty Handbook.
- Actively participate in the university's academic life, represent the library on university committees, and build collaborative and inclusive relationships throughout the university and clinical enterprise.
- Actively participate in professional activities through presentations or publications regarding innovative library practice or programs in health sciences libraries using principles of evidence-based library and information practice (EBLIP).
- Pursue professional development opportunities and maintain awareness of evolving library and information science trends.

## **QUALIFICATIONS**

### **Education**

- ALA-accredited Masters degree in Library Science.

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### **Preferred Experience**

- Experience in evidence-based teaching and practice.
- Experience working with and knowledge of clinical and biomedical research resources.
- Experience using one or more bibliographic formatting programs, e.g., RefWorks and EndNote.
- Experience teaching adults using emerging technologies and instructional methods.
- Experience providing reference services and group instruction, preferably in a health sciences library setting.
- Experience in a setting where traditional, place-centered, and electronic information access services are integrated.
- Experience in leading committees and in project design and implementation
- Demonstrated experience and facility implementing and maintaining technology in providing library services.
- Demonstrated experience in developing and providing both in-person and virtual education sessions.

### **Knowledge, Skills, Abilities, Attributes**

- Knowledgeable about technology (theoretical and skills-based) and applying it to improve services.
- Knowledgeable about the concepts of information literacy, including an in-depth understanding of Evidence-Based Practice (EBP)
- Knowledgeable about information organization, storage, retrieval, and transfer concepts, including the application of computer, instructional, and other information management technologies.
- Knowledge of issues and trends in higher education, including instructional technologies and academic scholarly publishing
- Knowledgeable about best practices in the provision of liaison services to academic units
- Knowledgeable about evidence-based library and information practice (EBLIP)
- Excellent interpersonal skills and demonstrated ability to interact, work in, and lead teams; consensus-building skills.
- Excellent written, verbal, and presentation skills
- Strong analytical, problem-solving, and decision-making skills
- Ability to work independently and effectively across organizational lines and in collaboration with colleagues throughout the University to build strong relationships.
- Ability to provide leadership and to work effectively with diverse groups, creating an environment of mutual respect.
- Ability to work effectively in a changing organizational and technological environment.
- Ability to innovate and proactively advocate new opportunities and challenges.
- Advanced bibliographic expertise in searching and managing information.

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- Commitment to execution and results orientation
- Strong commitment to quality service
- Proven commitment to professional development and continuous learning.
- Commitment to continued professional growth and active participation in professional activities and service.
- Strategic visioning and planning for new and emerging technologies in an academic health sciences library environment
- Program assessment and evaluation: gathering and utilizing ongoing feedback on services.

### **BENEFITS**

The University offers competitive benefits: 22 days' vacation, 15 days sick leave, 13 holidays, hospitalization, major medical, surgical-medical, dental, vision, long-term disability insurance, and life insurance at up to 3 times one's annual salary. State and alternative retirement choices are also available. For a summary of benefits,

see <http://academicdepartments.musc.edu/vpfa/hrm/benefits/index.htm>

Faculty rank is open.

Salary is commensurate with education/experience. Minimum of \$60,000 for the candidate with the required education and appropriate experience.

The Medical University of South Carolina is a Drug-Free Workplace and adheres to the provisions of the Drug-Free Workplace Act of 1988. MUSC conducts a pre-employment (post offer) drug screen as a part of the pre-employment process for all new hires.

### **ABOUT MUSC**

Founded in 1824 in Charleston, MUSC is the state's only comprehensive academic health system, with a unique mission to preserve and optimize human life in South Carolina through education, research, and patient care. Each year, MUSC educates more than 3,200 students in six colleges – Dental Medicine, Graduate Studies, Health Professions, Medicine, Nursing and Pharmacy – and trains more than 900 residents and fellows in its health system. MUSC brought in more than \$298 million in research funds in fiscal year 2022, leading the state overall in research funding. MUSC also leads the state in federal and National Institutes of Health funding, with more than \$220 million. For information on academic programs, visit [musc.edu](http://muscedu).

As the healthcare system of the Medical University of South Carolina, MUSC Health is dedicated to delivering the highest-quality and safest patient care while educating and training generations of outstanding healthcare providers and leaders to serve the people of South Carolina and beyond. Patient care is provided at 16 hospitals (includes owned and equity stake), with approximately 2,700 beds and four additional hospital locations in development; more than 350 telehealth sites and connectivity to patients' homes; and nearly 750 care locations in all regions

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of South Carolina. In 2022, for the eighth consecutive year, U.S. News & World Report named MUSC Health University Medical Center in Charleston the No. 1 hospital in South Carolina. To learn more about clinical patient services, visit [muschealth.org](https://www.muschealth.org).

MUSC has a total enterprise annual operating budget of \$5.1 billion. The nearly 26,000 MUSC family members include world-class faculty, physicians, specialty providers, scientists, students, affiliates and care team members who deliver groundbreaking education, research, and patient care.

**HOW TO APPLY**

Review of applications will begin May 1, 2023, and will continue until the position is filled. Complete the application and submit a cover letter, resume/cv, and contact information for three references. For more information and to apply, please go to: <http://jobs.library.musc.edu>

We thank all applicants in advance for their interest; however, only those applicants being considered for an interview will be contacted.

The Medical University of South Carolina is an Equal Opportunity Employer. MUSC does not discriminate on the basis of race, color, religion or belief, age, sex, national origin, gender identity, sexual orientation, disability, protected veteran status, family or parental status, or any other status protected by state laws and federal regulations.

*For further information and clarification of this position, please inquire to Dr. Shannon D. Jones via email at [joneshan@musc.edu](mailto:joneshan@musc.edu) or telephone at 843 792-8839*