

Digital Services Librarian

Valparaiso Law Library invites applications for the new position of Digital Services Librarian.

The Digital Services Librarian will report to the law school's Associate Dean for Law Library Services, and will coordinate the evaluation, acquisition, implementation, training and management of Law Library electronic resources and serve as the Law Library's liaison with the law school's Electronic Media Manager regarding design, development, and updates of the library's web site. The Digital Services Librarian will also be a member of the reference team providing proactive reference and research support to the law school faculty, students, members of the practicing bar and other patrons of the library, and will participate in the first year and advanced legal research instructional program.

The position requires an individual who is innovative and who can help lead the law school community in adopting new technologies and services.

Valparaiso Law is located in northwest Indiana and is part of a residential community with excellent public schools and other resources. It is approximately ten miles from Lake Michigan and the Indiana Dunes National Lakeshore as well as one hour from downtown Chicago. The library serves a law school community of 40 full-time faculty and approximately 600 students. Providing a high level of legal research classroom instruction is a top priority for the seven professional law librarians, as is support for faculty research and writing. Although the law library is administratively independent, the law school is an integral part of Valparaiso University, a Lutheran-affiliated institution founded in 1859 and known for its outstanding liberal arts education and professional programs. For more information about Valparaiso Law and the Law Library, see: <http://www.valpo.edu/law/>.

Responsibilities include:

- Work in conjunction with the law school's Electronic Media Manager in enhancing the library's digital services
- Coordinate efficient access to electronic materials, and provide ongoing training for faculty and students in the use of electronic databases
- Facilitate efficient patron access to library databases
- Maintain the law school's presence in the university-wide institutional repository
- Participate in teaching first year and advanced legal research courses; develop additional advanced legal research courses in subject areas
- Work collaboratively with other librarians to provide reference services to faculty, students, and staff of the law school, the university community, and other patrons of the library. Reference schedule requires some evening and weekend hours
- Provide liaison services to an assigned group of faculty members and help coordinate library services to address the research needs of the law faculty

Qualifications:

- J.D. degree from an A.B.A. accredited law school is required
- M.L.S., M.L.I.S., M.I.S. or equivalent degree from an A.L.A. accredited program is required
- Law library experience preferred
- Excellent verbal, written, and interpersonal communication skills
- Demonstrated knowledge of basic and advanced legal research sources and techniques – both print and electronic
- Demonstrated knowledge of current digital information technologies and publishing formats, web applications, and course management software applications
- Ability and willingness to learn new educational technologies, to develop documentation and teaching aids for them, and to provide instruction, leading to their adoption by the law school community.
- Ability to work both independently and as part of a team
- Demonstrated commitment to cultural diversity and the ability to work with individuals or groups from diverse backgrounds

Salary and Benefits

Salary and rank will be commensurate with qualifications. The Digital Services Librarian will report to the Associate Dean for Law Library Services and, as a member of the law library faculty, will be eligible for tenure under university guidelines for library faculty.

Available:

The position is available August 1, 2011. Starting date is negotiable.

Application:

A complete application will include a letter expressing interest and stating the candidate's qualifications for the position, a resume, and names of three professional references, with full contact information. Please submit application materials electronically to:

Valparaiso Law Library Search Committee
Attn: Diana L. Blaney, Senior Executive Director for Finance and Operations
656 S. Greenwich Street
Valparaiso, IN 46383
diana.blaney@valpo.edu

Valparaiso University does not unlawfully discriminate and aims to employ persons of various backgrounds and experiences to help constitute a diverse community. Its entire EOE policy can be found at:

<http://www.valpo.edu/equalopportunity/index.php>