

## Director of Library Services, Shorter University, Rome, GA

Shorter University (a Georgia Baptist Institution) is seeking an enthusiastic, innovative, and experienced leader who believes in the universities mission to “Transform lives through Christ” to serve as the next Director of Library Services. Shorter is located on a beautiful hilltop campus in Rome, GA the city of 7 hills and 3 rivers. The director is responsible for day to day operations of the library including assessment, budgeting, policy and procedure development, long-term planning and initiatives, supervision of library staff, and directing/promoting the activities of the library to faculty, staff, and students. This is a 12 month position reporting to the Provost.

### **Duties and Responsibilities:**

- ❖ Serve as the ambassador of the library to constituents—administration, faculty, staff, and students
- ❖ Plan strategically for long-term success of the library
- ❖ Assess the library’s programs, procedures, and services for constant improvement
- ❖ Manage the library’s operating budget based on Shorter University procedures
- ❖ Develop and evaluate services of the library and its use by the Shorter community
- ❖ Develop strategy for collection development including balance of print / electronic resources
- ❖ Keep informed of and incorporate new, proven technologies to ensure continued relevance of library services
- ❖ Compose/edit job descriptions; Interview, supervise, and evaluate library employees annually for performance (or more frequently as necessary)
- ❖ Oversee the university’s information literacy program – for all, faculty and students
- ❖ Engage with other university departments and faculty through service on committees, as elected or assigned
- ❖ Strengthen the librarian liaison program
- ❖ Partner with other departments for co-programming events and initiatives
- ❖ Collaborate with other departments to seek funds for projects to enhance the academic success of students
- ❖ Promote library staff development opportunities
- ❖ Participate in professional organizations at the local, state, and national level (as within budget)

### **Requirements:**

#### Minimum Qualifications:

Master’s degree in library and information science from an American Library Association-accredited program; 5 or more years of increasing administrative responsibility in an academic library; proven record of leadership / innovation at departmental level or higher; computer and technology proficiency; strong verbal and written communication skills; and a student / service oriented philosophy.

Apply at the following link: <https://home.eease.adp.com/recruit/?id=15635201>

Shorter University is a Christ centered University affiliated with the Georgia Baptist Convention and requires employees to be committed Christians.