RESPONSIBILITIES:

The Dean of the University Libraries reports to the Provost. The Dean provides leadership, advocacy, and coordinates library public relations and fundraising activities. He/she plans, implements, and evaluates library services, collections, facilities and budget. Develop and maintain high quality academic and curricular resources in support of undergraduate and graduate programs. Provide proactive leadership in the development and implementation of new services and technologies. Continuously evaluate policies and procedures to ensure high quality library services to meet the needs of the faculty and students, both on campus and at a distance. Work with and support library faculty in their roles as librarians, teachers and scholars. Hire and develop personnel necessary to ensure and maintain quality library services. Build and maintain strong working relationships with other campus entities. Represent the Library on appropriate academic and administrative committees or councils. Scholarly activity, professional and community service as required by the University.

MINIMUM QUALIFICATIONS:

- MLS from an ALA accredited library school or equivalent experience and education; second master's or earned doctorate preferred from an accredited college or university in a curriculum area offered in the University System.

- Eight years library experience. Five years successful administrative experience in an academic library environment including supervising others.

- Record of planning skills, including budget management, goal-setting and strategic plan implementation. Record of increased management responsibility over the last five years.

- Excellent collaboration and negotiation skills, including the ability to work collaboratively with students, faculty, staff, alumni and the general public.

- Strong analytic and strategic skills in prioritization, resource allocation, and decision-making.

- Knowledgeable of implementation and utilization of library technology.

- Knowledgeable about current and emerging trends in higher education and library services.

- Exceptional interpersonal and communication skills.

- A deep commitment to recruiting and retaining a diverse faculty, staff, and student body.