FIRST YEAR EXPERIENCE AND STUDENT SUCCESS LIBRARIAN

Library

POSITION SUMMARY

Occidental is a highly selective and diverse liberal arts college located in the global metropolis of Los Angeles. Founded in 1887, it is one of the oldest liberal arts colleges on the West Coast. Occidental’s interdisciplinary focus encourages a hands-on approach to learning and includes one of the country’s best undergraduate research programs. Oxy’s 1,850 students from 45 states and 24 countries have compiled an impressive record of winning national awards. Our central location within the city ensures easy access to top research institutions, including Caltech, the Getty Research Institute, the Huntington Library, UCLA, and USC.

The Library advances the mission of the college by supporting teaching, learning, research, and other forms of intellectual engagement. We do this through extensive electronic, digital, and analog resources; welcoming physical and virtual facilities; innovative and inspiring programs and events; and excellent customer service. We empower students, faculty, and staff with critical information literacies, vital technology skills, and a positive user experience to further their academic success and sustain successful lifelong learning in an ever-changing world.

The Library is seeking an energetic and innovative First Year Experience and Student Success Librarian (FYESSL) to join our Teaching, Learning, and Research Support (TLRS) team as we develop, deliver, and support scholarly information resources and digital technologies. This position should appeal to entry-level and early career librarians. Reporting to the Director of TLRS, the FYESSL will focus on information literacy instruction (ILI) objectives, providing support for first year students, first generation students, international students, and transfer students. Working with colleagues and faculty members to coordinate learning outcomes, the librarian will deliver lower-division instruction sessions that introduce students to library resources and services and information literacy. The FYESSL will provide excellent public service through research consultations, workshops, tours, and orientations and collaborate closely with colleagues to develop new instructional materials and guides and revise and update existing material. The incumbent will participate in innovative projects relating to Open Access, Open Educational Resources, and print initiatives. The librarian will also engage in promotion and assessment of the instructional program and other related services.

This position is represented for purposes of collective bargaining by the SEIU.
SUMMARY OF DUTIES AND RESPONSIBILITIES

- Information Literacy Instruction and Consultation
  - Furthers the College’s and Library’s deep commitment to equity and justice by supporting inclusive pedagogy and providing equitable access to digital technologies and scholarly information resources
  - Coordinates Library programs and services that target and improve first-year student success, excellence, and retention
  - Develops, delivers, and assesses introductory workshops, instructional guides, tours, orientations, and promotional materials
  - Provides reference and consultation service in-person and electronically
  - Researches and implements best practices in ILI
  - Facilitates effective application of tools, methods, and materials of primary resource inquiry (e.g., visual imagery, documents, artifacts, sound files) to support undergraduate research
  - Advises students on research resources, methods, and scholarly practices
  - Collaborates directly with faculty teaching first year students to realize learning outcomes in relation to assignments
  - Tracks emerging trends in pedagogy and technology for academic libraries; experiments with new approaches to scholarly content creation and presentation

- Promotion, Outreach, and Service
  - Represents the Library in discussions about first year student learning, especially in regard to underrepresented populations
  - Coordinates Library participation in campus tours and orientation activities
  - Serves as an expert on issues relating to first year students, first generation students, lower-division undergraduate retention, and student success
  - Oversees and participates in a range of closely related special projects

QUALIFICATIONS

Required
- MLIS from an ALA accredited program or its equivalent in work experience, education, and training.
- Experience with planning and delivering classes, presentations, and workshops to students in higher education. Close familiarity with the ACRL Framework for Information Literacy.
- Deep commitment to diversity, equity, and inclusion and an understanding of the contributions a diverse workforce and student body bring to a campus culture.
- Strong support for the values of a residential liberal arts education and determination to strengthen the academic community by furthering teaching, learning, and research.
- An exciting vision for the role of ILI in advancing student academic success and excellence.
- Strong project management and presentation skills.
- Excellent listening, spoken, and written communication skills. Ability to interact successfully with students, faculty, staff, other professional colleagues, and community partners.
- Energetic, motivated, innovative, collaborative, and effective team member and colleague. Team player who displays flexibility for working within a constantly evolving organization where responsibilities are shared across divisions and between individuals.
Preferred

● Experience with the Ex Libris Alma/Primo Library Services Platform.

APPLICATION INSTRUCTIONS

Please submit a resume, cover letter, and names and contact information for three references (including a present or former supervisor) to resumes@oxy.edu explaining where you learned of this opportunity, why you are attracted to the job, and how your qualifications meet the requirements of the position.

The position will start as soon as possible. First consideration will be given to candidates applying by October 18, 2021.

ADDITIONAL INFORMATION

Occidental is an Equal Opportunity Employer and does not unlawfully discriminate against employees or applicants on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, pregnancy, breastfeeding or related medical condition, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, genetic characteristic or information, military and veteran status, or any other characteristic protected by state or federal law. Occidental is strongly committed to increasing the diversity of the campus community and the curriculum, and to fostering an inclusive, equitable, and just environment within which students, staff, administrators, and faculty thrive. Candidates who can contribute to this goal through their work are encouraged to identify their strengths and experiences in this area. Individuals advancing the College’s strategic equity and justice goals and those from groups that are underrepresented in the field are particularly encouraged to apply.

Salary is commensurate with experience and qualifications. A comprehensive benefits package is available that includes: excellent health, dental, life, and retirement benefits; tuition benefits for the employee, spouse, domestic partner, and dependents; additional extras including use of gym facilities and the College Library. For a detailed description of benefits, please visit https://www.oxy.edu/offices-services/humanresources/benefits-information.

All qualified applicants will be considered for employment, including those with criminal histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles’ Fair Chance Initiative for Hiring Ordinance.

Occidental College is committed to working with and providing reasonable accommodations to applicants with qualifying disabilities. If you need a reasonable accommodation because of a disability for any part of the application or employment process, please contact Human Resources (hr@oxy.edu).

As a condition of hire for a staff position and for appointment to a faculty position, Occidental College requires that all candidates who have received a conditional offer of employment complete an application form (if they have not already done so) and consent to a background check. Satisfactory completion of a background check, along with pre-employment verifications and references are required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.

Revised 09.21