Research and Outreach Services Librarian

The University of Arkansas Libraries seek a dynamic professional to lead the research, instruction, and outreach services of the Special Collections Department. The librarian reports to the Head of Special Collections and works closely with the head to publicize and promote awareness of the holdings and to provide the highest possible service to the academic community and the general public.

**General Duties.** Supervises a staff of 3 FTE; leads planning efforts for the research and outreach unit and actively participates in planning for the department; manages the Reading Room and provides excellent reference and outreach assistance to students, faculty, and visiting scholars; provides general and specialized orientations about departmental holdings; develops and implements instructional tools; prepares bibliographies, subject guides, and other research and curriculum tools; coordinates the department's Web page content and serves as departmental representative to the Web Development Committee; participates in planning and implementing digital projects; is the Special Collections liaison to the library’s Public Services division; and participates in professional activities and organizations locally, within the state, and nationally.

**Qualifications. Required:** A master's degree from an ALA-accredited program or a graduate degree in history or a related field; demonstrated knowledge of archival and library tools; public service experience in a library or a related user-oriented institution; strong analytical, organizational, and interpersonal skills; demonstrated ability to communicate well both orally and in writing. **Preferred:** Demonstrated commitment to effective public service; experience in developing curriculum materials; basic knowledge of paper conservation and preservation; writing and editing skills across a variety of formats, such as Web sites and publications; ability to learn and promote new technology for outreach and teaching; knowledge of Arkansas history and bibliography.

**Salary and Benefits.** Entry level, tenure-track, twelve-month faculty appointment at the rank of Assistant Librarian. Salary $43,000. Benefits include TIAA/CREF and/or Fidelity, 22 days of annual leave, tuition reduction, and health insurance.

**Background.** The Special Collections Department is the repository for over 2,000 manuscript collections documenting all aspects of Arkansas history, including materials such as the papers of Senator J. William Fulbright, the organizational records of the Council for International Exchange of Scholars and NAFSA: Association for International Educators, and the papers of the internationally-known architects Edward Durell Stone and E. Fay Jones. The holdings are particularly strong in political, women's, Civil War, and international education history.

The University Libraries system is comprised of David W. Mullins (main) Library, the Physics Library, the Chemistry and Biochemistry Library, the Fine Arts Library, and the Robert A. and Vivian Young Law Library. Combined holdings number over 1.9 million volumes. The libraries participate in the Center for Research Libraries, the Greater Western Library Alliance, and other state and national consortia. Library personnel (FTE) include 52 faculty and professional staff and 94 support staff. For more information, visit the Libraries’ home page (http://libinfo.uark.edu).

**The University of Arkansas** campus (http://www.uark.edu) in Fayetteville, Arkansas, is the flagship campus of the University of Arkansas System. With a population of approximately 420,000, the northwest Arkansas region is home to two Fortune 100 company headquarters. Situated in the Ozark Mountains, this region (http://www.collegetownprofile.com/arkansas/universityofarkansas/index.html) offers numerous cultural activities and recreational opportunities.

**Application deadline and contact information.** Completed applications received by November 18, 2010, will receive full consideration. Late applications will be reviewed as necessary to fill the position. Send letter of application, résumé, and names, addresses, and telephone numbers of three current references to Jeff Banks, Head, Library Human Resources Department, University of Arkansas Libraries, 365 N. Mcllroy Avenue, Fayetteville, Arkansas 72701-4002, or email libhrofc@uark.edu. The University of Arkansas is an Affirmative Action/Equal Opportunity institution committed to achieving a culturally diverse faculty. Applicants must have proof of legal authority to work in the United States. All applicants are subject to public disclosure under the Arkansas Freedom of Information Act.