

Research and Educational Services Archivist

The University of Arkansas Libraries is seeking a highly collaborative and engaged professional to be the Research and Educational Services Archivist in the Special Collections Department. The archivist will take a lead role in providing research support for users, integrate the use of collections into the university curriculum, and develop programming to engage the public. Reporting to the Head of Special Collections, this position will contribute to the Libraries' mission: supporting the University's commitment to research and teaching and to advance student success. The Research and Educational Services Archivist will participate in the department's Outreach and Exhibition teams, augment the Libraries' growing digital collections, and seek grant funding.

The successful candidate will join a department (approximately 12 FTE) deeply committed to and engaged with its communities on campus and throughout the state of Arkansas. As a core component of the Libraries' research enterprise, the Special Collections Department's strategic plan emphasizes its commitment to service. Together, department faculty and staff acquire and make available for research manuscript collections which highlight Arkansas and regional history; university archives, which document the activities of the institution and its students and faculty, and a growing rare books collection. Through classroom instruction, exhibitions, and service, the department ensures the stewardship of the historical record for the University community and the public.

The Research and Educational Services Archivist will collaborate in strategic implementation of the department's priorities, including services, instruction, and campus and public programs. They will build relationships within the department, throughout the Libraries, and with community partners. As a key member of the Research Services Unit, the archivist plays a critical role in providing expert service to users, who access the collections on-site and virtually, through consultations and the creation of Research Guides and related tools to enhance the discovery and use of special collections and rare books. As a member of the Outreach team, the archivist joins a cross-departmental group that raises the awareness of the department and its collections within and beyond the University community through teaching, public presentations, and events.

The ideal candidate will possess both a collaborative workstyle and the ability to work independently, a high level of accountability and initiative, outstanding written and oral communication skills, and analytical and problem-solving skills, including the ability to think strategically and embrace change-management strategies. The candidate will also possess a strong commitment to excellent customer service and will be able to interact successfully with a variety of constituents, work effectively and collaboratively to develop productive partnerships within and across complex organizations, and exemplify focused attention to details, deadlines, and goals.

Responsibilities of this position include research and service in keeping with the faculty requirements of the University of Arkansas. The successful candidate must have demonstrated potential in performance, scholarly activity, and professional service to meet criteria for appointment at the level of Assistant Librarian/Assistant Professor and should possess an exemplary service orientation and the ability to work collaboratively in a diverse and changing environment.

Qualifications. Required: A master's degree from an ALA-accredited program; at least 2 years of professional experience working in an archive or special collections department; demonstrated experience providing innovative public service, specifically reference and instruction; experience contributing to physical exhibitions; and experience creating digital projects or exhibitions.

Preferred: A second advanced degree in the visual arts, experience managing student employees or volunteers, experience in donor relations and cultivation, and experience working with LibApps, AEON, or equivalent tools.

Rank and Salary: Tenure-track, twelve-month faculty appointment at the rank of Assistant Librarian / Assistant Professor. Minimum salary: \$50,000.

Benefits: Relocation allowance available. Benefits include TIAA or Fidelity Investments, 22 days of annual leave, tuition reduction, and health insurance.

Background: The University of Arkansas places students first by enhancing academic programs, creating an engaging campus life, reducing obstacles, enhancing diversity, improving graduation rates, and marshaling the expertise of the faculty, staff, and students. The University is classified by the Carnegie Foundation as a research university with very high levels of research activity (RU/VH). The University provides a superior campus landscape and environment while designing and building world class facilities. The funding for research awards and research expenditures continues to grow and so do the academic programs offered. The University Libraries share in the stewardship of the University's goals and takes responsibility for the health of the research and teaching collections as well as programs that further support the academic mission. For more information, visit the Libraries' home page (<http://libraries.uark.edu>). **The University of Arkansas campus** (<http://www.uark.edu/>) in Fayetteville, Arkansas, with a student enrollment of more than 27,000, is the flagship campus of the University of Arkansas System. With a population of approximately 460,000, the northwest Arkansas region is home to two Fortune 100 company headquarters. This thriving region offers numerous cultural venues, such as the Crystal Bridges Museum of American Art, the Walton Arts Center, and the Shiloh Museum of Ozark History.

Special Collections Department: The Special Collections Department was created in 1967 to support the research, teaching, and learning missions of the University of Arkansas by collecting, preserving, and providing access to unique and rare materials. Special Collections houses approximately 25,000 linear feet of manuscript collections and the University Archives, about 14,000 rare books, and an estimated 70,000 titles of Arkansas publications. Notable collections include: the papers of Senator J. William Fulbright, the Council for International Exchange of Scholar Records, composers William Grant Still and Florence Price, architects Edward Durell Stone and E. Fay Jones, and writer John Williams. For more detailed information on the department please visit the Web site: <https://libraries.uark.edu/SpecialCollections/>.

Application deadline and contact information. Women and minorities are encouraged to apply. Completed applications received by November 25, 2018, will receive full consideration. Late applications will be reviewed as necessary to fill the position. For the full posting or to apply, please go to <http://jobs.uark.edu/postings/30537>. When completing your application, please upload the following: letter of application (addressed to the attention of Jeff Banks, Assistant Dean for Human Resources and Organizational Development), résumé, and names, addresses, and telephone numbers of three current references.

The University of Arkansas is an equal opportunity, affirmative action institution. The University welcomes applications without regard to age, race/color, gender (including pregnancy), national origin, disability, religion, marital or parental status, protected veteran status, military service, genetic information, sexual orientation, or gender identity. Persons must have proof of legal authority to work in the United States on the first day of employment. All applicant information is subject to public disclosure under the Arkansas Freedom of Information Act.