

## Part-Time Librarian York University Libraries – Schulich School of Business

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York University is the leading interdisciplinary research and teaching university in Canada. York offers a modern, academic experience at the undergraduate and graduate levels in Toronto – Canada’s most international city. The third largest university in the country, York is host to a dynamic academic community of 62,000 students, faculty and staff, as well as 295,000 alumni worldwide. York’s 11 Faculties and 25 research centres conduct ambitious, ground-breaking research that is interdisciplinary and cuts across traditional academic boundaries.

### **Position Description:**

The Bronfman Business Library seeks a dynamic and innovative librarian to work on a part-time basis. The Bronfman Business Library supports research and teaching related to all aspects of business and maintains a print collection of around 25,000 monograph titles along with an extensive electronic collection consisting of full-text and numeric business resources and databases.

### **Specific Duties:**

Reporting to the Head of the Bronfman Business Library, the successful candidate will:

- Provide public service at an active reference desk and through virtual reference
- Assist with collection development and acquisition of informational materials
- Create/maintain online research guides/tutorials
- Perform other duties as assigned

### **Qualifications:**

- An ALA-accredited MLS or equivalent is required. Experience as a business librarian or business information professional is an asset.
- Experience providing business reference or research support in an academic or public library or corporate environment.
- A commitment to high quality service
- Experience with business databases and online resources
- Knowledge of business or economics
- Knowledge of and ability to use current technologies used in libraries

- Knowledge of business resources
- Strong communication and interpersonal skills
- Ability to learn quickly and be able to perform in a fast-paced working environment

**Number of Hour per Week:**

13 hours per week. Sundays 11:45am-4:15pm are required with the balance of hours to be arranged between Monday-Friday.

**Compensation:**

As per current CUPE 3903, Unit 4, Collective Agreement

**Start Date:** May 1, 2017

**End Date:** August 31, 2017

**Date of Posting:** March 14, 2017

**Application Deadline:** March 28, 2017

**Application Procedure:**

Interested applicants should send a cover letter and a recent resume, along with an application form **quoting position number, to [libjobs@yorku.ca](mailto:libjobs@yorku.ca)**

We thank all applicants; however only those selected for an interview will be contacted.

York University encourages applications from Aboriginal peoples, persons with disabilities, members of visible minorities, and women and invites applicants to review the University's Employment Equity Plan for employees in CUPE 3903, a copy of which is at <http://fr.info.yorku.ca>.