NEW
Part-time Librarian
York University Libraries

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.

Description of Position:

York University Libraries’ (YUL) Division of Teaching & Learning seeks a dynamic and innovative librarian to work on a part-time basis supporting research related to all aspects of business, metadata applications, and working as part of a team of librarians providing YUL’s Ask a Librarian virtual reference service.

The Bronfman Business Library supports business-related research and teaching at York University 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 Director of Learning Commons and Reference Services and to the Director of Metadata, Discovery & Analysis, the successful candidate will:

- Provide timely, high-quality public service at an active business reference desk including in-person, e-mail, chat service and ‘Ask a Librarian virtual reference service.
- Assist with business collection development projects as assigned.
- Assist with metadata and/or cataloguing related projects as assigned
- Create/maintain online research guides and tutorials.
- Perform other duties as assigned.

Qualifications:

- An ALA-accredited MLS or equivalent.
- Experience as a business librarian.
- Recent experience (within the last 5 years) providing business reference or research support in an academic or special library/corporate environment.
- Demonstrated commitment to high quality service.
- Demonstrated substantial knowledge of a range of business databases and resources including articles databases, company, industry, finance and market research
tools/resources.

- Knowledge of the subject areas of business or economics.
- Knowledge of cataloguing using a mainstream integrated library system or knowledge management system to manage collections or records.
- Knowledge of MARC editing tools such as MARCEdit and MARC Report.
- Demonstrated experience and strong communication skills in negotiating reference queries including the ability to both teach and contextualize relevant resources relative to a patron's information needs.
- Knowledge of and ability to use current technologies used in libraries.
- Ability to learn quickly and be able to perform in a fast-paced working environment.

**Number of Hour per Week:**
15 hours a week

The assigned schedule will include alternating Saturdays (8.30 a.m. to 4.30 p.m.) Other shifts will be scheduled Monday to Friday to include at least one evening reference shift. Note that the Ask a Librarian Chat service closes some evenings at 10 p.m.

**Compensation:** As per current CUPE 3903, Unit 4, Collective Agreement

**Start Date:** September 4, 2018

**End Date:** April 30, 2019

**Date of Posting:** July 1, 2018

**Application Deadline:** July 15, 2018

**Application Procedure:**
Interested applicants should send a cover letter and a recent resume, along with an application form [http://www.library.yorku.ca/web/about-us/work-with-us/](http://www.library.yorku.ca/web/about-us/work-with-us/) quoting position number, to libapps@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](http://fr.info.yorku.ca).