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, primarily supporting research and teaching related with a focus on government documents, Political Science/Public Policy and Administration. This role will also work for a partial assignment of duties under the Director of Open Scholarship to provide Data Services support.

Specific Duties:
Reporting to the Director of Student Learning and Academic Success and the Director, Learning Commons & Reference Services, the successful candidate will:

- Instruct information literacy classes/workshops/consultations related to government documents, especially classes for Political Science and Public Policy and Administration to support programs to be delivered predominantly online.
- Provide timely, high-quality research help with a focus on consultation appointments, where specialized knowledge of Canadian government documents, as well as foreign and intergovernmental organizations, is required.
- Offer consultations as a member of the Data Services team, offering specialized expertise in helping students find, navigate and analyze government data sources (Canadian and international).
- Assist with collection development projects relating to government publications collections in both print and online formats.
- Create/maintain online research guides and tutorials as assigned.
- Perform other duties as assigned.

Qualifications:

- Demonstrated substantial knowledge of government documents resources
- Experience as a government documents librarian within an academic institution
- Demonstrated ability to provide effective instruction for groups/classes on conducting research in the fields of political science and public policy and administration and related to Canadian and foreign government publications in a library setting.
- Demonstrated knowledge and skills with library instruction techniques, technologies and information literacy theories, including ACRL’s Framework for Information Literacy for
Higher Education

- Demonstrated ability to deliver student-centered information literacy sessions clearly and concisely
- Demonstrated experience and strong communication skills in negotiating reference queries in social sciences/humanities contexts, including the ability to both teach and contextualize relevant Canadian government publications, as well as information sources issued by foreign government and intergovernmental organizations
- Ability to troubleshoot and resolve technical problems in a timely manner
- Demonstrated knowledge of and ability to use current technologies used in libraries
- Strong communication and interpersonal skills
- Ability to learn quickly and be able to perform in a fast-paced working environment
- Demonstrated commitment to high quality service

Number of Hour per Week:

15 hours a week.

Classes are normally scheduled between 8:30am – 5:00pm, with some evening exceptions, and with a minimum of 2 weeks of notification. Availability for flexible scheduling, Monday to Friday, is required to meet teaching responsibilities. Non-classroom work, including preparation time, will be scheduled accordingly.

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

Start Date: January 1, 2021

End Date: April 30, 2021

Date of Posting: October 30, 2020

Application Deadline: November 15, 2020

Application Procedure:
Interested applicants should send a cover letter and a recent resume, along with an application form https://www.library.yorku.ca/web/wp-content/uploads/2016/05/PTApplicationForm.March2017-1.pdf quoting position number, to libapps@yorku.ca

For more information about York University Library, please visit our website at http://www.library.yorku.ca/web/about-us/work-with-us/. 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.