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 related to all aspects of business, with a secondary back-up role for reference support at the Steacie Science & Engineering Library, in addition to “Ask A Librarian” virtual reference. A small amount of teaching in the area of business will also be required in this position.

Learning Commons & Reference Services strives to provide excellent research and consultation services and resources, in-person and online, to aid students, faculty and other patrons in successfully navigating, evaluating, and citing information resources for assignments, research projects and more. The Learning Commons unites key academic learning services in one collaborative library location to enhance student engagement and success.

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.

The Steacie Science & Engineering Library houses monographs and serials covering the biological, physical and mathematical sciences including nursing, kinesiology and engineering. The Steacie library offers circulation and reference services to students and is open during regular hours all seven days of the week. Networked and wireless access to computers is available in the main library and study rooms.

Specific Duties:

Reporting to the Director of Learning Commons & Reference Services, the successful candidate will:

- Provide timely, high-quality public service at active reference desks including in-person, e-mail, and chat service (with the Business Bronfman Library as primary location and the Steacie Science & Engineering Library as secondary location for back-up coverage needs) and regularly staffs ‘Ask a Librarian’ virtual reference service.
- Assist with collection development projects as assigned.
- Create/maintain online research guides and tutorials as assigned.
- Perform other duties as assigned.
- Instruct information literacy classes/workshops/consultations for business students.
Qualifications:

- An ALA-accredited MLS or equivalent.
- Experience instructing or training individuals or groups/classes on conducting research on business topics in a corporate setting, public library or academic library.
- Demonstrated substantial knowledge of a range of business databases and resources including articles databases, company, industry, finance and market research tools/resources.
- Recent experience, within the last 5 years, providing business reference or research support within an academic or special library/corporate environment.
- Some knowledge of resources in science and technology to facilitate staffing Steacie Science & Engineering Library’s reference desk in a back-up role in the lower traffic period of the summer season.
- Reference experience in the domains of science or technology as a library or information professional.
- Experience instructing or training individuals or groups/classes on conducting research on business topics in a corporate setting, public library or academic library.
- 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
- 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 Monday to Friday. Will usually include three five hour shifts weekly, with requirement for Friday coverage in some weeks based on operational needs.

Classes are normally scheduled between 8:30am – 5:00pm, with some evening exceptions, and with a minimum of 2 weeks of notification. Non-classroom work, including preparation time, will be scheduled accordingly.

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

Start Date: May 1, 2020
End Date: August 31, 2020

Date of Posting: February 28, 2020
Application Deadline: March 13, 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 posting 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.