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 Research & Open Scholarship and the Division of Digital Engagement & Strategy seek a dynamic and innovative librarian to work on a part-time basis, supporting collection development projects and digital project initiatives, as well as supporting research and teaching related to all aspects of social sciences and humanities.

The Content Development & Analysis Department strategically identifies, acquires, and promotes content and distinctive collections to support curricular and research needs. It facilitates and advocates for appropriate access and licensing through regional and national consortia, with a dedication to open access where possible. Its work includes order and invoice processing for monographs, serials, and electronic resources, copy cataloguing, troubleshooting electronic resource issues, and negotiating and maintaining e-resource licenses. The Department also conducts analyses of how existing collections are used by the YU community, develops and uses tools to support sustainable collection management and identifies and communicates the impact of library collections.

**Specific Duties:**

Reporting to the Director of Content Development & Analysis and to the Director of Digital Scholarship Infrastructure, the successful candidate will:

- Assist with collection development projects
- Assist within the Digital Scholarship Centre to host training sessions, consultations and provide technical assistance as assigned
- Assist with developing support resources for and conducting information literacy classes/workshops/consultations as assigned
- Assist in creating training materials and supporting documentation
- Provide timely, high-quality public service at an active reference desk including in-person, e-mail, chat service and ‘Ask a Librarian’ virtual reference service.
- Create/maintain online research guides and tutorials as assigned.
- Perform other duties as assigned.

**Qualifications:**

- An ALA-accredited MLS or equivalent;
- Educational background in or experience with social sciences and/or humanities librarianship within an academic institution;
- Demonstrated aptitude for independent learning and mastery of technology/software with an aptitude for technical troubleshooting;
- Demonstrated knowledge of emerging trends in scholarly communications (open access, author rights), copyright, and library and information technologies;
• Demonstrated initiative and strong project management skills.
• Ability to work independently and in collaboration with others;
• Independent learner, capable of resolving technical questions by leveraging on-line support networks;
• Strong service orientation with a professional, helpful, and friendly demeanor;
• Strong independent research, problem solving and troubleshooting skills;
• Experience with user training, user support, and with the creation of user guides and educational resources;
• Flexible attitude and ability to adapt to a changing environment;
• Ability to balance and prioritize multiple responsibilities;
• Demonstrated commitment to high quality service;
• Demonstrated experience and strong communication skills in negotiating reference queries in a university context including the ability to both teach and contextualize relevant resources relative to a patron’s information needs;
• Excellent oral and written communication skills.

**Number of Hour per Week:**

15 hours per week. 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.

Some evening and weekend work may be required.

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

**Start Date:** May 1, 2020

**End Date:** April 30, 2021

**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](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/](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](http://fr.info.yorku.ca).