

University of Puerto Rico
Río Piedras Campus
Library System

TENURE TRACK CATALOGING LIBRARIAN POSITION ANNOUNCEMENT

The Library System of the Río Piedras Campus, University of Puerto Rico, is interested in recruiting candidates for a tenure track position as Librarian at the Puerto Rican Library and Newspaper Collection., effective on January 2, 2023.

Requirements:

- Master's degree in Library Science or Information Science from an American Library Association (ALA) accredited program
- Preferably a Bachelor's degree in Social Sciences or Humanities areas
- Experience in information units or libraries specialized in Puerto Rican resources, preferably 3 years and more
- Mastery of multidisciplinary and specialized search tools in all areas of knowledge on the Puerto Rican subject, printed and online
- Experience and knowledge in conservation and preservation
- Experience and knowledge in digital collections development
- Experience and knowledge in the creation of thematic guides, preferably with the LibGuides tool
- Experience in synchronous and asynchronous virtual referencing, preferably with the LibAnswers tool
- Proficiency in oral and written Spanish and English languages
- Ability to offer service and work remotely
- Ability for research or creative work
- Ability to work collaboratively and independently
- Availability to work nights, Saturdays, Sundays and holidays, face-to-face and remotely, according to institutional needs
- Willingness to seek external funds
- Publications

Responsibilities:

- Provide in-person and virtual reference assistance services to campus and community users.
- Responsible for the organization, management, and conservation of special collections, such as photos, rare books, manuscripts, maps, posters, and others.
- Establish policies, guidelines and best practices for conservation and preservation of all collections.
- Identify and develop proposals for external funds for the management, conservation and preservation of materials.
- Develop digitization projects for the conservation and dissemination of the richness of our collections that facilitate the work of researchers.
- Develop thematic guides for each of our special collections.

- Organize exhibitions, talks and other outreach activities.
- Develop and foster links with other local and international Puerto Rican studies institutions.
- Submit a comprehensive academic development plan in the area of their specialty according to the general responsibilities and duties of library teaching staff and demonstrate compliance. The plan must be in harmony with the provisions of articles 63 and 64 of the General Bylaws of the University of Puerto Rico.
- Participate in collection development by evaluating and recommending print and digital information resources.
- Collaborate with virtual reference services and development of information skills.
- Perform other responsibilities required of teaching librarians.

Required documents

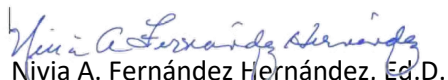
- Letter of intent expressing how your experiences and knowledge qualify you for the position.
- Updated Curriculum Vitae
- Official academic credentials of all university degrees
- Evidence of professional experience, continuing education and/or project creation
- Three (3) recent letters of recommendation from people who know your professional performance in information units or libraries.

Deadline for receiving documents: October 2, 2022

Send documents to the Personnel Committee at the following email address: sistema.bibliotecas@upr.edu

Please include in the subject of the email: Call for Librarian at the Puerto Rican Library and Newspaper Collection.

People who wish to be considered for both tenure track announcements of the Library System: 1) Librarian at the Puerto Rican Library and Newspaper Collection (Hemeroteca); and, 2) Librarian for Cataloging Puerto Rican Information Resources, **must submit a letter of intent for each announcement.**


 Nivia A. Fernández Hernández, Ed.D.
 Acting Dean of Academic Affairs
 Río Piedras Campus
 Date: 30 de agosto de 2022