**POSITION: Instructor / Head of Electronic Resources & Serials Department - Non-tenured**

**RESPONSIBILITIES:**

The Head of Electronic Resources & Serials/Instructor reports to the Assistant Dean of Technical Services. The non-tenured position manages four support staff. Responsible for electronic resources and print subscriptions, including acquisitions and cancellations, licensing and contracts, holdings management, communication with vendors, and collection and analysis of usage data. Configure and maintain the Library’s e-resource management system. Collaborate with colleagues to facilitate user access and discovery. Serve as liaison and collection development librarian for several academic departments, and participate on library and university committees.

The University Library has a faculty of 18 and a support staff of 38. Additional information about the Library is available on the Library's web site at http://library.louisiana.edu.

The work may require standing for long periods; lifting and moving library materials weighing 25 to 50 lbs.; pushing carts up to 100-300 lbs.; and stepping on and off a step stool.

**QUALIFICATIONS:**

**Required**: MLIS degree from an ALA-accredited program, or significant progress towards an MLIS degree from an ALA-accredited program. Successful candidates must be committed to working effectively with diverse student populations. Applicants are expected to describe their commitment to fostering a diverse educational environment through their research, teaching, and/or service activities.

**Desired**: Experience working in an academic library. Familiarity with serials and/or electronic resources workflows in an academic setting; knowledge of electronic content delivery and organization; ebook management; licensing and contracts; and best practices and policies. Knowledge of user searching strategies and the user experience. Understanding of data interpretation and report creation for collection assessment purposes. Familiarity with e-resources and serials industry standards.

**STARTING SALARY:**

$45,000

**APPLICATIONS:**

The position is posted on the University of Louisiana at Lafayette’s career site: <https://louisiana.csod.com/ats/careersite/JobDetails.aspx?site=1&id=137>

When applying, please include letter of application, résumé, and the names and contact information of five references. We will begin reviewing materials in February 2018, and will continue until the position is filled.

**STARTING DATE:** March 1, 2018.