



Florida International University is classified by Carnegie as a “R1: Doctoral Universities - Highest Research Activity” and recognized as a Carnegie Community Engaged university. It is a public research university with [colleges and schools](#) that offers [bachelor’s, master’s and doctoral](#) programs in fields such as business, engineering, computer science, international relations, architecture, law and medicine. As one of South Florida’s anchor institutions, FIU contributes almost \$9 billion each year to the local economy and is ranked second in Florida in Forbes Magazine’s “America’s Best Employers” list. FIU graduates are consistently among the highest paid college graduates in Florida and are among the leaders of public and private organizations throughout South Florida. FIU is Worlds Ahead in finding solutions to the most challenging problems of our time. FIU emphasizes research as a major component of its mission with [multiple state-of-the-art research facilities](#) including the [Wall of Wind Research and Testing Facility](#), [FIU’s Medina Aquarius Program](#) and the [Advanced Materials Engineering Research Institute](#). FIU has awarded more than 220,000 degrees and enrolls more than 54,000 students in two campuses and centers including FIU Downtown on Brickell, FIU@I-75, the Miami Beach Urban Studios, and Tianjin, China. FIU also supports artistic and cultural engagement through its three museums: [Patricia & Phillip Frost Art Museum](#), the [Wolfsonian-FIU](#), and the [Jewish Museum of Florida-FIU](#). FIU is a member of [Conference USA](#) and more than 400 student-athletes participating in 18 sports. For more information about FIU, visit <http://www.fiu.edu/>.

HEAD, COLLECTION DEVELOPMENT AND RESOURCE ACCESS

RESPONSIBILITIES:

I. Professional Practice

- Leads the Collections & Resource Development Department consisting of Acquisitions, Serials, and Electronic Resources. Includes direct supervision of 2 FTE faculty librarians and hierarchical supervision of 10 FTE staff.
- Allocates and monitors the materials resource budget.
- Leads collection development efforts of the FIU Libraries, including coordination of issues and policies across all formats in consultation with appropriate departments and personnel.
- Coordinates liaison collection development activities and collaborates with liaison librarians to foster positive relationships with faculty, especially pertaining to collection issues.
- Serves as primary contact for collection assessment activities such as program reviews, accreditation reports, and internal assessments
- Oversees the process of Repair, Missing and Lost item review and replacement.
- Chairs the FIU Libraries’ Collection Advisory Committee to discuss collection activities, review product proposals, and draft policies.
- Participates in collaborative collection discussions with local, state, and national efforts including CSUL Collection Planning Committee, Florida State Library, Association of Southeastern Research Libraries, and the Center for Research Libraries.
- As a Library Department Head, participate in meetings and activities to determine the strategic direction of the library, achieve annual goals, and enhance daily operations

- Assumes other responsibilities and duties as requested by the Dean of Libraries.
- Leads and manages acquisitions activities including purchasing, licensing, and facilitating access to licensed content.
- Conducts regular assessments of departmental services, workflows, and operations.
- Assists in developing effective reports and messaging for other library and university administrators to understand the library's materials budget needs.

II. Scholarship, Service, & Professional Development

- Participates in continuing education, conference, workshops, seminars, or other activities that enhance professional knowledge.
- Contributes to the profession through active participation in professional associations, research, or other scholarly activities.
- Serves the library and institution through participation in meetings and committee work.
- Attend and participate in library meetings, including Library Assembly, Administration Team, and Direct Reports.

REQUIRED QUALIFICATIONS:

- ALA-accredited MLIS
- Demonstrated commitment to user-centered library services and an understanding of information seeking behaviors in an academic research environment
- Excellent interpersonal communication, presentation, and organization skills, including the ability to effectively impart knowledge and skills
- Minimum five years of experience managing multi-million dollar resource budgets.

DESIRED QUALIFICATIONS:

- Ability to work flexibly, creatively, and collaboratively in a changing and fast-paced environment with a culturally diverse population
- Strong organizational and time management skills with emphasis on accuracy and attention to detail
- Strong leadership skills and ability to work independently, collaboratively, and in teams within library and university web/online communities

Rank/Salary:

Non-tenured faculty status; rank and salary are competitive based on qualifications and experience.

About the Libraries: For information about the FIU Libraries, please visit <http://library.fiu.edu>.

Qualified candidates are encouraged to apply to Job Opening ID 515222 at facultycareers.fiu.edu and **must attach a cover letter and resume as a single pdf file**. Candidates will be requested to provide names and contact information for at least three professional references who will be as determined by the search committee. To receive full consideration, applications and required materials should be received by November 26, 2018. Review will continue until position is filled.

FIU is a member of the State University System of Florida and an Equal Opportunity, Equal Access Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

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