**Campus Description:** Stony Brook University, home to many highly ranked graduate research programs, is located 60 miles from New York City on Long Island's scenic North Shore. Our 1,100-acre campus is home to 24,000 undergraduate, graduate, and doctoral students and more than 13,500 faculty and staff. SBU is a comprehensive research-intensive university and a member of the prestigious Association of American Universities (AAU), which includes 34 public universities among its 62 members. SBU consists of 12 schools and colleges and a teaching hospital that provides state-of-the-art healthcare in the Long Island region. SBU also manages and performs joint research with Brookhaven National Laboratory, the only Department of Energy Laboratory in the Northeast, and shares doctoral programs with Cold Spring Harbor Laboratory, a world-renowned molecular biology institute. Home to the Emerson String Quartet, the Pollock-Krasner House in East Hampton, New York, the Humanities Institute, and the Southampton Arts Program, and with endeavors that extend to the Turkana Basin Institute in Kenya and the Ranomafana National Park in Madagascar, SBU sustains an international reputation that cuts across the arts, humanities, social sciences, and natural sciences.  
  
Stony Brook Libraries are known for a wide-range of print and digital resources and world-renowned special collections. The Stony Brook Libraries belong to the Association of Research Libraries (ARL), with a Health Sciences Center Library that is a member of the Association of Academic Health Sciences Libraries. The Libraries are engaged in an ambitious and dynamic strategic planning (2015-2018). The collection exceeds 2 million volumes, including e-books, print and electronic holdings of scholarly journal subscriptions, microforms, music recordings, and a sizeable map collection. The SBU Libraries include 6 distinct facilities, including Melville Library, Marine and Atmospheric Sciences, Chemistry, Math/Physics, Southampton and Health Sciences Libraries, and SUNY Korea-SBU campus. The University's Libraries stand as the largest academic research library on Long Island, serving as a resource in the local community, state-wide, and nationally and internationally. The Libraries maintain memberships and affiliations in arXiv, Association of Research Libraries, SPARC, Center for Research Libraries, SUNY Connect, DuraSpace (as a SUNY member) the Council on Library and Information Resources, Digital Library Federation, Coalition of Networked Information, EDUCAUSE, Inter-university Consortium for Political and Social Research, Roper Center, OCLC Research Library Partnership, and ORCID through the National Network of the National Libraries of Medicine. The Libraries utilize Ex Libris' Aleph for its integrates library system and have recently deployed EBSCO'S Discovery Service, DSpace, Content DM, and Omeka, are used for managing digital assets and a growing Institutional Repository.

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| **Descriptive Title:** Head of Serials and Electronic Resources Management | **REF#:** F-9754-17-09-F |
| **Budget Title:** Senior Assistant/Associate Librarian | **Faculty Position** |
| **Department:** University Libraries | **Campus:** Stony Brook West Campus/HSC |
| http://naples.cc.sunysb.edu/icons/ecblank.gif | **Salary:** Commensurate with Experience |

**Required Qualifications:** Master's in library from an ALA accredited institution or equivalent combination of education and experience. At least three years of significant experience in serials and electronic resources management. Experience with facilitating access to serials and resources through library catalogs and discovery tools. Evidence of successful and creative management of staff and operations, including demonstrated potential for leading transformational change. Evidence of leadership in the fields of knowledge access and resource management, including demonstrated effective management, planning, and organizational skills. Ability to lead in an atmospheric of continuous change, to work within a collaborative environment with diverse groups and to inspire and motivate. Strong collaboration and communication skills. Record of professional activities, including research and engagement in professional organizations. Demonstrated knowledge of emerging areas of librarianship, including the capabilities and future trends of library technology and systems to optimize discovery and access to scholarly resources. Supervisory and training experience.

**Preferred Qualifications:** Additional advanced degree. Working knowledge of one or more non-English languages. Knowledge of and experience with vendor license negotiations and consortial collection of development. Solid understanding of the research university environment and scholarly communication issues. Experience in coordination or management of integrated library system functions, including experience with Ex Libris' Aleph system. Demonstrated ability to work with library and university constituencies, including library and academic faculty. Strong service orientation.   
  
**Responsibilities & Requirements:** Under the direction of the Direction of Collection and Resource Management, the Head of Serials and Electronic Resources Management provides leadership, guidance, and expertise to the departments, including supervision of faculty librarians and professional staff. The Head of Serials and Electronic Resources Management will be expected to conduct research and scholarship, and participate in faculty governance, committee works, and continuing professional development consistent with University standards for promotion and tenure. As a faculty librarian, the successful incumbent will take an active role in liaison, reference and instruction duties. The selected candidate will be responsible for the following:

* Provide leadership, guidance, and expertise to the Department of Serials and Electronic Serials Management, including regular review of department faculty librarians and professional staff.
* Advise Director of Collection and Resource Management in the articulation of a user-centered, holistic serials and electronic resources management vision to meet current and emerging information needs and new models of collection/content building and delivery.
* Review and evaluate workflows and work assignments, with an eye toward increasing efficiencies, bringing more high-quality content to users more quickly, and building sustainable workflows to handle increasingly heterogeneous digital assets.
* Plan, implement, and evaluate operations, establish and document policies and procedures, and set priorities in serials and electronic resources management.
* Train, evaluate, and supervise departmental staff, and ensure compliance with local policy and procedure, resource license agreements, as well as best practices in the profession.
* Provide budget and collection data to Director of Collection and Resource Management and Associate Dean for Collection Strategy and Management, as well as liaison librarians as appropriate.
* Administer and allocate expenditures for serials and electronic resources in library management system.
* Manage troubleshooting and resolution of access issues, consulting and advising Library IT staff as appropriate.
* Manage subscription renewals and monitor vendors to ensure quality service and accurate pricing.
* Work with the Director of Collection and Resource Management to assess, implement, and manage vendor arrangements for the outsourcing and/or automation of departmental work as appropriate.
* Work with SBU Library senior leadership, consortia partners, and library/higher education organizations to identify opportunities for improvement in Libraries/ discovery and delivery operations and services.
* Work with Director of Collection and Resource Management and Libraries leadership to develop and implement University Libraries strategic priorities and provide the infrastructure needed to achieve those priorities.
* Work with Director of Collection and Resource Management and Associate Dean for Collection Strategy and Management to develop, coordinate, and implement bibliographic control policy and practices across the ILS, Discovery, and digital repository systems.

**Special Notes:** This is a tenure track position. FLSA Exempt position, not eligible for the overtime provisions of the FLSA. Internal and external search to occur simultaneously. **Anticipated Start Date:** As soon as possible. \*\*Applications will be accepted until the position if filled. However, to guarantee consideration, please apply by **10/27/2017.**  
  
*Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation.  If such information has been requested from you before such time, please contact the Governor’s Office of Employee Relations at*[*(518) 474-6988*](tel:(518)%20474-6988)*or via email at*[*info@goer.ny.gov*](mailto:info@goer.ny.gov)*.*  
  
**Stony Brook University is 100% tobacco-free as of January 1, 2016. See our policy and learn more at**[**stonybrook.edu/tobaccofree**](http://www.stonybrook.edu/tobaccofree)**.**  
  
The selected candidate must successfully clear a background investigation.  
  
**Application Procedure:** Those interested in this position should submit a [State Employment Application](https://www.asa.stonybrook.edu/asa/ASAForms/Department/HRS/Document/HRSF0113), cover letter and resume/CV to:  
  
Pamela DiPasquale  
University Libraries Personnel  
Melville Library, Room S1430B  
Stony Brook University  
Stony Brook, NY 11794-3300  
E-Mail: [library\_hosaerm\_F97541703@stonybrook.edu](mailto:library_hosaerm_F97541703@stonybrook.edu)

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| Applications for this position must be received, as specified in the Application Procedure Section, no later than 5:00 PM Eastern Time on **10/27/2017**, unless specifically noted otherwise in the Special Notes Section. |

STONY BROOK UNIVERSITY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER. WE ENCOURAGE PROTECTED VETERANS, INDIVIDUALS WITH DISABILITIES, WOMEN AND MINORITIES TO APPLY.  
IF YOU NEED A DISABILITY-RELATED ACCOMMODATION, PLEASE CALL THE UNIVERSITY HUMAN RESOURCE SERVICES DEPARTMENT AT (631) 632-6161 OR THE UNIVERSITY HOSPITAL HUMAN RESOURCES DEPARTMENT AT (631) 444-4700.  
IN ACCORDANCE WITH THE TITLE II CRIME AWARENESS AND SECURITY ACT, A COPY OF OUR CRIME STATISTICS IS AVAILABLE UPON REQUEST BY CALLING (631) 632-6350. IT CAN ALSO BE VIEWED ON-LINE AT THE UNIVERSITY POLICE WEBSITE AT <http://www.stonybrook.edu/police>

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| **Job Category:** A) Faculty and Librarian Positions. | **Posting Date:** 09/27/2017 |
| **Additional Categories:** | http://naples.cc.sunysb.edu/icons/ecblank.gif |