

Position Announcement
Instruction Coordinator
University of Houston Libraries

Responsibilities: Reporting to the Head of Liaison Services, this position will be responsible for providing leadership and a programmatic approach to information literacy education and assessment for the Liaison Services department. The position is responsible for leading and supervising an instruction team of three full-time librarians and will work with direct reports to develop individual goals in accordance with the performance planning review process. The instruction team coordinates several lower-level undergraduate face-to-face and online library instruction programs and enhances information literacy education to upper-level undergraduate and graduate programs. The Coordinator will work with liaison librarians and faculty to integrate information literacy and research skills into departmental curricula using multi-modal approaches.

As a leader within Liaison Services, this position will collaborate with other coordinators and the Head to set departmental priorities in alignment with the UH Libraries Strategic Plan 2017-2021. This position will also investigate new trends and information literacy instruction models across the profession in order to develop a comprehensive training program for liaisons to maintain and develop instruction and assessment strategies. General responsibilities will include teaching library instruction sessions, managing classroom calendars, collaborating with faculty, and developing instruction materials for face-to-face and distance education, including lesson plans, tutorials, and research guides.

The Instruction Coordinator is a librarian position. Librarians hold academic rank pursuant to the University of Houston Librarians' Bylaws Document. They are expected to develop a record of service, scholarship, and professional development. The UH Libraries support the ongoing professional development of librarians and our goal is to recruit librarians committed to continuous learning.

Qualifications:

Required –

- Master's degree from an ALA-accredited program
- Demonstrated excellent communication skills
- Ability to work strategically in a complex, changing environment
- Experience working collaboratively with faculty, staff, students, and librarians to build programs and initiatives
- Teaching experience in an academic setting
- Demonstrated awareness of faculty and student information literacy needs; or demonstrated engagement with the *ACRL Framework for Information Literacy in Higher Education*

Preferred –

- Knowledge of instruction theory; or knowledge of library instruction design and pedagogy
- Experience developing programmatic learning outcomes and assessment strategies
- Experience with active learning techniques
- Experience with embedding resources into course management software and the development of online tutorials, learning tools, and research guides
- Demonstrated interest in management and leadership

Salary: \$64,000 to 68,000 expected hiring range, depending on qualifications. Comprehensive benefits package; choice of retirement programs including TIAA-CREF; tax-deferred annuity program available; release time to take a class up to 3 hours/week; no state or local income tax.

Library Information: The UH Libraries are a member of the Association of Research Libraries, the Greater Western Library Alliance, HathiTrust, the Council on Library and Information Resources, the Digital Library Federation, and the Texas Digital Library. The campus libraries provide access to over 3.1 million volumes. The University Libraries' total staff is 160, including 62 professionals. Additional information about the University Libraries is available at: <http://libraries.uh.edu/about/>.

The UH Libraries' *Strategic Plan 2017-21* focuses on quality collections, research productivity, student success, and transforming library spaces. The complete document is available at: <http://libraries.uh.edu/strategic-plan/>. The Libraries' *Strategic Plan* supports an ambitious set of goals adopted by the University and furthers the drive for flagship status: <http://www.uh.edu/about/mission/>. We seek to recruit librarians who can relate their work to these strategies and understand their role in advancing these strategic imperatives.

The University of Houston Libraries respects, appreciates, and encourages diversity. Our organization serves one of the most diverse campuses in the nation and seeks to recruit and retain a similar community of library professionals. We welcome candidates whose experience in libraries, research, or community service has prepared them to contribute to our commitment to excellence in diversity and inclusion.

General Information: The University of Houston campus comprises 14 colleges offering close to 80 degree programs with an enrollment of over 40,000 students, 7,200 of whom are enrolled in graduate studies.

Houston, the fourth largest city in the United States, offers all the cultural and recreational opportunities of a great city and is within easy reach of the Gulf of Mexico. It enjoys a reasonable cost of living.

For additional information, including information about Houston's flourishing arts scene and entertainment offerings, please see: <http://www.visithoustontexas.com/>. For information about housing and living in Houston see: <http://www.houston.org/living/index.html>.

Application Deadline: Applications will be accepted until the position is filled. Applications should be submitted at: https://uhs.taleo.net/careersection/ex2_uhf/jobdetail.ftl?job=LIB000012&tz=GMT-06%3A00

Please also visit the University of Houston Libraries Employment page for more information: <http://libraries.uh.edu/about/employment/>.

Potential applicants seeking further information should contact Christina Gola, Director of Recruitment and Organizational Learning, at 713-743-9761 or chgola@uh.edu.

Appointment to this position is contingent on the results of a completed criminal history records investigation.

THE UNIVERSITY OF HOUSTON IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. MINORITIES, WOMEN, VETERANS AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.