




## Vacancy Announcement

DATE OPENED: January 27, 2014

<b>POSITION:</b>	Electronic Resources Librarian – Technical Services (Work authorization and/or visa sponsorship is not available for this position.)
<b>DEPARTMENT:</b>	Library Learning Commons
<b>SALARY:</b>	Commensurate with qualifications; excellent benefits package
<b>DATES:</b>	Review of applications will begin February 10, 2014 and will continue until the position is filled.
<b>STARTING DATE:</b>	As soon as possible after February 10, 2014
<b>QUALIFICATIONS:</b>	<p><u>Required:</u></p> <ul style="list-style-type: none"><li>• Master's degree in Library Science from ALA accredited institution</li><li>• Successful background records check</li></ul> <p><u>Preferred:</u></p> <ul style="list-style-type: none"><li>• One to two years' experience</li><li>• Additional degrees in new media design and/or the physical or biological sciences</li></ul>
<b>RESPONSIBILITIES:</b>	<p>Responsibilities include but may not be limited to:</p> <ul style="list-style-type: none"><li>• Provides leadership in and management of electronic resources and social media overseeing library electronic databases and social media</li><li>• Manages the library's database subscriptions, including LibGuides, and monitors terms of electronic subscription agreements to assure subscriber and vendor compliance and delivery of content</li><li>• Solicits, maintains, analyzes and disseminates usage statistics and management reports</li><li>• Learns and evaluates new technologies as they become available, especially as they relate to new trends in libraries. Provides appropriate technology support and training of library staff and students</li><li>• Develops, revises, and maintains library sites and presence on the World Wide Web. Organizes and maintains all networked repositories and shared drive.</li><li>• Explores and develops ways to improve the library's online presence as new trends and technologies emerge.</li><li>• Oversees budgets for specific library sectors (electronic resources, serials), and is responsible for financial planning and spending within these sectors</li><li>• Teaches courses or manages special projects as needed or assigned</li><li>• Work hours may include evening and/or weekend shifts as scheduled</li><li>• Other duties as assigned</li></ul>
<b>APPLICATION PROCEDURE:</b>	Apply for this job online at <a href="http://www.csc.edu/hr/jobs/">http://www.csc.edu/hr/jobs/</a> , click on Professional Staff, and then click on the green checkmark  below "Apply for Vacancy" next to the position title. Required application materials include the Chadron State College Employment Application form, cover letter, resume, and transcripts. Applicants can

**GENERAL  
INFORMATION:**

attach and submit their cover letter, resume, and transcripts within the online CSC Employment Application form. Questions regarding the application process can be directed to [hr@csc.edu](mailto:hr@csc.edu) or 308-432-6224. Work authorization and/or visa sponsorship is not available for this position.

**ADDITIONAL  
INFORMATION:**

Chadron State College is a small, rural four-year public college located in the scenic Pine Ridge of northwestern Nebraska and is a member of the Nebraska State College System. CSC offers undergraduate and graduate degrees to its approximately 3000 enrolled students and is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. CSC is located within 90 miles of Rapid City, SD and 300 miles of Denver, CO.

This position is covered by the NSCPA negotiated agreement. Please refer to our website ([www.csc.edu/hr](http://www.csc.edu/hr)) for more information about Chadron State College.

**Applicants who need a reasonable accommodation during the selection process may contact HR at (308) 432-6224 for assistance. *Successful Background Records Check required as part of employment process.***

*Chadron State College is an equal opportunity institution. CSC does not discriminate against any student, employee or applicant on the basis of race, color, national origin, sex, disability, religion, or age in employment and education opportunities, including but not limited to admissions decisions. The College has designated an individual to coordinate the College's non-discrimination efforts to comply with regulations implementing Title VI, VII, IX, and Section 504. Inquiries regarding non-discrimination policies and practices may be directed to:*

*Chadron State College, Title VI, VII, IX Compliance Coordinator*

*Chadron State College, 1000 Main Street*

*Chadron, NE 69337*

*Phone 308.432.6224*