

HEAD OF LIBRARY TECHNICAL SERVICES & SYSTEMS

Melvin J. Zahnow Library
Saginaw Valley State University
University Center, MI

Saginaw Valley State University's Melvin J. Zahnow Library (<http://www.svsu.edu/library>) invites applications for the position of Head of Library Technical Services & Systems.

RESPONSIBILITIES: Reporting to the Library Director, the Head of Library Technical Services & Systems provides leadership for the Technical Services & Systems Department, which includes Acquisitions, Cataloging, Serials, and the Innovative Interfaces integrated library system. Working closely with other department heads and experienced Technical Services staff, administers integrated library system (turnkey), oversees library acquisitions budget, and manages cataloging and serials operations in a team environment. Develops and evaluates departmental policies and procedures. Supervises and evaluates administrative professional and support staff. Participates in overall library planning and decision-making, with special responsibility for library-wide technology planning. Provides service to users at the reference desk; serves as collection development liaison to designated academic departments; and participates in university and professional service activities.

QUALIFICATIONS: **Required:** Master's degree from an ALA-accredited program; five years experience with progressively increasing responsibilities in library technical services and/or systems. **Preferred:** Experience with integrated library systems, acquisitions, cataloging, and/or serials highly desirable. Knowledge of current cataloging standards and practices. Familiarity with current technology trends and applications in academic libraries. Good budgeting, problem solving, supervisory and organizational skills. Excellent interpersonal, written and oral communication skills. Ability to plan and work collaboratively with other library and university departments in facilitating user services.

SALARY/BENEFITS: Dependent on qualifications and experience. Excellent benefits including vacation, sick leave and TIAA-CREF retirement.

APPLICATION DEADLINE: Review of applications will begin June 2 and continue until the position is filled.

CONTACT: Applicants should complete the online application form available at <http://jobs.svsu.edu> and attach a resume, cover letter and contact information for three professional references.

Saginaw Valley State University (<http://www.svsu.edu>) is a comprehensive, co-educational, four-year state-supported university offering Bachelor's and Master's degrees with a student enrollment of more than 9,500. The campus is located within a triangle formed by Saginaw, Bay City and Midland. SVSU is an Equal Opportunity/Affirmative Action Employer.