

## **INTEGRATED SYSTEMS/CATALOG LIBRARIAN**

Western Washington University Libraries

During the IUG conference, you may contact Donna Packer, Head of Technical Services, at the Hyatt Regency.

(For informational purposes only. No interviews will be conducted)

### **POSITION**

Western Washington University Libraries seeks a librarian with a strong commitment to patron services to manage its Innovative Interfaces Integrated Library System, provide information technology support for the Technical Services Department, and perform some original cataloging.

This is a full time tenure track faculty position, at the rank of Assistant Professor. Reporting to the Head of Technical Services, the person in this position will have a dual appointment in the Technical Services and Systems Departments.

### **RESPONSIBILITIES**

The librarian in this position will work closely with the Head of Technical Services to evaluate new approaches to Technical Services operations in order to foster the successful integration of the library's acquisitions, serials and catalog units into a single department. This position will also work closely with the Library Systems Department to employ new technologies in the Technical Services Department in order to increase productivity and enhance the working environment. The position provides support for Technical Services staff in the use of information technology.

The successful candidate will have an interest in new and developing metadata standards and their possible application to library online catalogs. This librarian will be expected to perform some original cataloging, and will become a member of the library's Web Site Usability Team.

### **QUALIFICATIONS**

#### **Required (Must be addressed in cover letter or vita):**

ALA-accredited MLS;

Excellent interpersonal and communication skills,

Experience using an integrated library system;

Knowledge of cataloging and other metadata applications;

Ability to find creative solutions to novel problems.

#### **Preferred:**

Demonstrated management experience with an integrated library system;

Demonstrated interest in new technologies applicable to information resources and cataloging;

Experience with workflow analysis of technical processing;

Experience with scripting/programming languages such as Perl or PHP;

Ability to work well with a diverse student body and staff population.

## **POSITION DESCRIPTION:**

### **Integrated Library System Management:**

Responsible for all modules of the library's Innovative Interfaces Inc. (III) integrated library system. Collaborates with staff responsible for the use and implementation of various features of all modules. Collaborates with the library's OPAC Web Designer to coordinate technical input from the acquisitions, serials and cataloging functions to produce the most usable public interface.

Keeps up with metadata standards developments, especially developments relating to online public catalog interfaces. Serves on the library's Web Site Usability Team. Is the official liaison between the Technical Services and Systems Departments, and attends regular meetings of both departments.

### **Technical Support**

Evaluates and implements new technologies to increase the workflow efficiency of technical services. Provides support and training to technical services staff in the use of information technology, such as OCLC Connexion and report generation from the Innovative system.

### **Technical Services: Cataloging**

Performs original cataloging as assigned by the Head of Technical Services. Keeps abreast of rules and standards changes, and consults with the Head of Technical Services and original catalogers on the implementation of new developments.

### **Related Professional Responsibilities:**

Participates in library governance, program development, planning and implementation of services, and other activities related to the principal areas of responsibility. Serves on appropriate committees, task forces, work groups, and teams. Prepares reports, studies and analyses. Stays current with professional developments in librarianship, in particular those related to principal areas of responsibility. Performs other professional duties as requested by the University Librarian and the Head of Technical Services.

## **UNIVERSITY**

The Western Libraries consist of a main library and a branch music library. There are 19 librarians and a support staff of 46.

Western Washington University serves about 12,000 full- and part-time students on its 190 acre campus overlooking Bellingham Bay and employs over 400 full-time faculty. WWU is one of six state-funded, four-year institutions of higher education in the state and operates on a September-to-June academic year (quarter system). Bellingham is located between Seattle, Washington, and Vancouver, British Columbia.

## **Application:**

**To ensure full consideration, application material must be received by May 26, 2006.**

Interested candidates should submit a letter of application addressing qualifications listed above, professional experience, a vita, and three letters of reference to:

06LIBRARY-01 Search Committee  
Western Libraries  
516 High Street  
Western Washington University  
Bellingham, WA 98225-9103

For more information, contact the Search Coordinator, Connie Mallison at (360)650-3051 or email [connie.mallison@wwu.edu](mailto:connie.mallison@wwu.edu).

During the IUG conference, you may contact Donna Packer, Head of Technical Services at the Hyatt Regency (For informational purposes only. No interviews will be conducted).

WWU is an equal opportunity/affirmative action employer, committed to assembling a diverse, broadly trained faculty and staff. Women, minorities, persons with disabilities, Vietnam-era veterans and disabled veterans are encouraged to apply. For disability accommodation, call the Employee Relations-Disability Specialist/ADA Coordinator at (360) 650-7410 or (360) 650-7696 (TTY). All new employees must show employment eligibility verification as required by the U.S. Immigration and Naturalization Service before beginning work at WWU.

WWU is committed to fostering a safe learning and working environment. Our Annual Campus Security Report can be viewed at [www.wwu.edu/depts/vpsa/asr.htm](http://www.wwu.edu/depts/vpsa/asr.htm) and includes information on campus crime and WWU safety policies and procedures. For a paper copy, call Human Resources at (360) 650-3774, TTY (360) 650-7696. For alternate formats, call (360) 650-3839.