

# 2017 INALJ Jobs

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1.11.2018

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Issue 7.18

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[Sponsored jobs](#) \* [USA jobs](#) \* [Canada jobs](#) \* [International \(other\) jobs](#)

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## SPONSORED

[Librarian](#)- Youth Services (Eligibility List) / Sacramento Public Library/ CA/Apply by **1/18 @5pm** / [further details here](#)

[College of Engineering Librarian](#)/ California Polytechnic State University, San Luis Obispo (Cal Poly)/ CA/ [further details](#)

[Branch Manager -Greenhorn Valley Library](#) / Pueblo City-County Library District/ Greenhorn Valley, CO/ Apply by **1/31**

## USA

### USA – Virtual Work

to find more sites to job hunt at in the virtual sphere check out INALJ Telework – Virtual home page:

[http://inalj.com/?page\\_id=56476](http://inalj.com/?page_id=56476)

### Alabama

to find more sites to job hunt at in AL check out INALJ Alabama home page: [http://inalj.com/?page\\_id=56451](http://inalj.com/?page_id=56451)

### Alaska

to find more sites to job hunt at in AK check out INALJ Alaska home page: [http://inalj.com/?page\\_id=56453](http://inalj.com/?page_id=56453)

## Arizona

to find more sites to job hunt at in AZ check out INALJ Arizona home page: [http://inalj.com/?page\\_id=56455](http://inalj.com/?page_id=56455)

## Arkansas

to find more sites to job hunt at in AR check out INALJ Arkansas home page: [http://inalj.com/?page\\_id=56457](http://inalj.com/?page_id=56457)

## California

to find more sites to job hunt at in CA check out INALJ California home page: [http://inalj.com/?page\\_id=75425](http://inalj.com/?page_id=75425)

Sponsored

[Librarian- Youth Services \(Eligibility List\) / Sacramento Public Library/ CA/Apply by 1/18 @5pm / further details here](#)

[College of Engineering Librarian/ California Polytechnic State University, San Luis Obispo \(Cal Poly\)/ CA/ further details](#)

Other

[Online Learning Librarian](#) / San Diego State University / San Diego, CA / Apply by 2/3

[Digital Imaging Specialist](#) / University of Southern California / Los Angeles, CA

[Associate Dean for Digital Technologies & Resource Management](#) / California State University, Sacramento / Sacramento, CA / Apply by 1/31

[User Experience Researcher](#) / Facebook / Menlo Park, CA

[Library Technician](#) / U.S. Marine Corps / San Diego, California / Apply by 1/22

[Metadata Specialist](#) / Callisto Media / Emeryville, CA

[Library Associate](#) / Mount Saint Mary's University / Los Angeles, CA

[Research and Instruction Librarian](#)/UCLA

[Library Clerk](#) - Los Angeles/South Bay Area, CA

## Colorado

to find more sites to job hunt at in CO check out INALJ Colorado home page: [http://inalj.com/?page\\_id=56461](http://inalj.com/?page_id=56461)

Sponsored

[Branch Manager -Greenhorn Valley Library](#) / Pueblo City-County Library District/ Greenhorn Valley, CO/ Apply by 1/31

Other

[Project & Research Analyst](#) - Remote, Multiple Locations, Chicago, Philadelphia, Dallas, Minneapolis, Denver or Washington DC

Regional Library Manager- Pikes Peak Library District- Colorado Springs, CO -Apply by date:1/29-Apply via: <https://ppld.org/jobs> and click on the Application tab.APPLICATION PROCEDURE:

1. Complete a PPLD online application located at [ppld.org](http://ppld.org) on the Jobs/Volunteer tab

2. Resume and Letter of Interest highlighting your relevant work experience and qualifications for the position and three professional references should be submitted in any of the following file types: .doc, .docx, .pdf, .htm. Your application will be considered for all three Regional positions – North, East, and West – unless you indicate a location preference in your cover letter.
3. If you require an accommodation to complete your job application, please contact the Human Resources Office at [\(719\) 884-9800, Ext. 6998](tel:7198849800).

#### **Connecticut**

to find more sites to job hunt at in CT check out INALJ Connecticut home page: [http://inalj.com/?page\\_id=56463](http://inalj.com/?page_id=56463)

[Assistant Director for Access Services](#)/Yale University Library/New Haven, CT  
[Emerging Technology Librarian](#) / The Hotchkiss School / Lakeville, CT / [Apply Here](#)  
[Acquisitions Assistant 4](#) - Order Support Team-Yale University Library-New Haven, CT

#### **DC (Washington, DC)**

to find more sites to job hunt at in DC check out INALJ DC home page: [http://inalj.com/?page\\_id=56468](http://inalj.com/?page_id=56468)

[Kathryn Turner Diversity & Technology Internship](#)-The Smithsonian Libraries  
[Inventory Specialist](#) / Washington DC  
[Cataloger](#), Washington DC  
[Project & Research Analyst](#) - Remote, Multiple Locations, Chicago, Philadelphia, Dallas, Minneapolis, Denver or Washington DC

#### **Delaware**

to find more sites to job hunt at in DE check out INALJ Delaware home page: [http://inalj.com/?page\\_id=56466](http://inalj.com/?page_id=56466)

#### **Florida**

to find more sites to job hunt at in FL check out INALJ Florida home page: [http://inalj.com/?page\\_id=76843](http://inalj.com/?page_id=76843)

#### **Georgia**

to find more sites to job hunt at in GA check out INALJ Georgia home page: [http://inalj.com/?page\\_id=56472](http://inalj.com/?page_id=56472)

[Teaching and Assessment Librarian](#) / Oxford College of Emory University / Oxford GA

#### **Hawaii**

to find more sites to job hunt at in HI check out INALJ Hawaii home page: [http://inalj.com/?page\\_id=56474](http://inalj.com/?page_id=56474)

**Idaho**

to find more sites to job hunt at in ID check out INALJ Idaho home page: [http://inalj.com/?page\\_id=56478](http://inalj.com/?page_id=56478)

**Illinois**

to find more sites to job hunt at in IL check out INALJ Illinois home page: [http://inalj.com/?page\\_id=56480](http://inalj.com/?page_id=56480)

[Clinical Assistant Professor & Web Services Librarian](#)/University of Illinois at Chicago, University Library/ Chicago, IL/Apply by 2/12  
[Project & Research Analyst](#) - Remote, Multiple Locations, Chicago, Philadelphia, Dallas, Minneapolis, Denver or Washington DC  
[Temporary Circulation Librarian](#)/ Galesburg Public Library / Galesburg, IL/ Apply **by 1/26**

**Indiana**

to find more sites to job hunt at in IN check out INALJ Indiana home page: [http://inalj.com/?page\\_id=56482](http://inalj.com/?page_id=56482)

[Associate Professor of Library Services: Director of Metadata Services](#) at Valparaiso University, Valparaiso, IN

**Iowa**

to find more sites to job hunt at in IA check out INALJ Iowa home page: [http://inalj.com/?page\\_id=56484](http://inalj.com/?page_id=56484)

**Kansas**

to find more sites to job hunt at in KS check out INALJ Kansas home page: [http://inalj.com/?page\\_id=56486](http://inalj.com/?page_id=56486)

**Kentucky**

to find more sites to job hunt at in KY check out INALJ Kentucky home page: [http://inalj.com/?page\\_id=56488](http://inalj.com/?page_id=56488)

**Louisiana**

to find more sites to job hunt at in LA check out INALJ Louisiana home page: [http://inalj.com/?page\\_id=56490](http://inalj.com/?page_id=56490)

**Maine**

to find more sites to job hunt at in ME check out INALJ Maine home page: [http://inalj.com/?page\\_id=56493](http://inalj.com/?page_id=56493)

[Assistant Director/Adult Services Librarian](#)/ Kennebunk Free Library/ Kennebunk, Maine/ Apply by 1/31

**Maryland**

to find more sites to job hunt at in MD check out INALJ Maryland home page: [http://inalj.com/?page\\_id=56495](http://inalj.com/?page_id=56495)

**Massachusetts**

to find more sites to job hunt at in MA check out INALJ Massachusetts home page: [http://inalj.com/?page\\_id=56402](http://inalj.com/?page_id=56402)

**Michigan**

to find more sites to job hunt at in MI check out INALJ Michigan home page: [http://inalj.com/?page\\_id=56497](http://inalj.com/?page_id=56497)

[Digital Asset Project Manager](#) - Detroit, MI

**Minnesota**

to find more sites to job hunt at in MN check out INALJ Minnesota home page: [http://inalj.com/?page\\_id=56499](http://inalj.com/?page_id=56499)

[Assistant Library Director](#)-Albert Lea Public Library - Albert Lea, MN/2/23

[Project & Research Analyst](#) - Remote, Multiple Locations, Chicago, Philadelphia, Dallas, Minneapolis, Denver or Washington DC

**Mississippi**

to find more sites to job hunt at in MS check out INALJ Mississippi home page: [http://inalj.com/?page\\_id=56501](http://inalj.com/?page_id=56501)

**Missouri**

to find more sites to job hunt at in MO check out INALJ Missouri home page: [http://inalj.com/?page\\_id=56504](http://inalj.com/?page_id=56504) s

**Montana**

to find more sites to job hunt at in MT check out INALJ Montana home page: [http://inalj.com/?page\\_id=56313](http://inalj.com/?page_id=56313)

**Nebraska**

to find more sites to job hunt at in NE check out INALJ Nebraska home page: [http://inalj.com/?page\\_id=56320](http://inalj.com/?page_id=56320)

**Nevada**

to find more sites to job hunt at in NV check out INALJ Nevada home page: [http://inalj.com/?page\\_id=56326](http://inalj.com/?page_id=56326)

**New Hampshire**

to find more sites to job hunt at in NH check out INALJ New Hampshire home page: [http://inalj.com/?page\\_id=56333](http://inalj.com/?page_id=56333)

**New Jersey**

to find more sites to job hunt at in NJ check out INALJ New Jersey home page: [http://inalj.com/?page\\_id=56346](http://inalj.com/?page_id=56346)

**New Mexico**

to find more sites to job hunt at in NM check out INALJ New Mexico home page: [http://inalj.com/?page\\_id=76814](http://inalj.com/?page_id=76814)

**New York (state)**

to find more sites to job hunt at in NY check out INALJ NY State home page: [http://inalj.com/?page\\_id=56407](http://inalj.com/?page_id=56407)

[Head of Collection Management](#) / SUNY Geneseo / Geneseo NY

**NYC**

to find more sites to job hunt at in NYC check out INALJ New York City home page: [http://inalj.com/?page\\_id=56409](http://inalj.com/?page_id=56409)

[Archives Cataloger](#), New York, NY

**North Carolina**

to find more sites to job hunt at in NC check out INALJ North Carolina home page: [http://inalj.com/?page\\_id=56411](http://inalj.com/?page_id=56411)

**North Dakota**

to find more sites to job hunt at in ND check out INALJ North Dakota home page: [http://inalj.com/?page\\_id=56413](http://inalj.com/?page_id=56413)

## Ohio

to find more sites to job hunt at in OH check out INALJ Ohio home page: [http://inalj.com/?page\\_id=56415](http://inalj.com/?page_id=56415)

[Archival Processing Intern](#): Columbus College of Art and Design (unpaid)-Columbus College of Art & Design

## Oklahoma

to find more sites to job hunt at in OK check out INALJ Oklahoma home page: [http://inalj.com/?page\\_id=56417](http://inalj.com/?page_id=56417)

## Oregon

to find more sites to job hunt at in OR check out INALJ Oregon home page: [http://inalj.com/?page\\_id=56419](http://inalj.com/?page_id=56419)

[Adult Services Librarian](#)-West Slope Library/Portland

## Pennsylvania

to find more sites to job hunt at in PA check out INALJ Pennsylvania home page: [http://inalj.com/?page\\_id=56421](http://inalj.com/?page_id=56421)

[Part-Time Librarian](#)-Upper Moreland Free Public Library-Willow Grove, PA-Apply by 1/26

[Librarian \(Part-Time, Teen Services\)](#) / Mt. Lebanon Public Library / Pittsburgh, PA / Apply by 1/26

[Project & Research Analyst](#) - Remote, Multiple Locations, Chicago, Philadelphia, Dallas, Minneapolis, Denver or Washington DC

[STEM Librarian](#) / Penn State University Libraries, Penn State Harrisburg Campus / Middletown PA

[Paid-Internship](#)/Library and Archives Internship Longwood Gardens, in the Philadelphia area/2/1/Library and Archives Internship Longwood Gardens, in the Philadelphia area.Longwood Gardens Library and Archives seeks a graduate level student in Library Science or Archival studies (or related equivalent) to gain experience in the operations and management of a special library and institutional archives. Recent graduates may also apply.The intern is immersed in each section of the unit—Library, Digital Gallery, Archives, and (depending on a particular project) Plant Records. He/she works on a variety of assigned projects as part of a team to achieve the unit's goals in supporting Longwood Gardens' mission. Currently, unit goals are focused on developing robust intellectual control and access across all collections.This is a 40 hour per week, paid position with optional free housing (a taxable benefit). Longwood Gardens is a public display garden located in Kennett Square, PA, 45 minutes southwest of Philadelphia. Position is available: June 1, 2018 - June 2019

Application Deadline: February 1, 2018. Review of applications will begin immediately.

Typical Duties and Responsibilities

- \* Arrange and describe archival collections, develop finding aids, and make recommendations regarding storage, conservation and preservation treatment of archival materials in various formats, including born-digital records.
- \* Perform basic administrative level tasks in Digital Asset Management System (Asset Bank), including scanning, uploading, editing, training patrons, and supervising volunteer projects.
- \* Assist with cataloging of library materials and the strategic initiative to improve Authorities control in the EOS ILS.
- \* Assist in cataloging materials including object collections and digital assets.
- \* Assist in Records Management functions, including accessioning new records and ensuring timely destruction of expired materials.
- \* Perform basic reference interviews and services as well as circulation maintenance routines, such as check-in/check-out, shelve books and compile usage statistics.

- \* Perform routine environmental and pest monitoring in collection storage spaces.
- \* Assist with Interlibrary Loan tasks as needed.
- \* Perform various daily administrative and technical tasks.
- \* Participate in Longwood student/intern activities and all required student/intern work projects

**Qualifications**

- \* Be pursuing or have recently completed a Masters of Science in Library Science (MLS) or related equivalent
- \* Demonstrate a strong professional interest in cataloging and intellectual control of collections
- \* Strong Excel and data manipulation skills.
- \* Strong attention to detail
- \* Be able to work on multiple projects in a busy, fast-paced environment
- \* Be able and willing to work independently.
- \* Have excellent communication and interpersonal skills, including ability to interact in a courteous, patient, and professional manner.
- \* Must be able to lift 40 lbs.
- \* Be willing to follow all of Longwood Gardens' policies and procedures.
- \* Have a valid driver's license.

The position extends throughout one full year, full time, 40 hours per week. This is a paid position at a rate of \$10.00/hour with optional free housing (a taxable benefit) provided. Located in Kennett Square, PA, Longwood Gardens is approximately 45 minutes southwest of Philadelphia.

For more information on housing, student activities, hours and wages, go to <http://longwoodgardens.org/education/college-and-university-programs/internships-for-us-students> or contact [EDU-Studies@longwoodgardens.org](mailto:EDU-Studies@longwoodgardens.org)

A completed application should include

1. The application form (found here: <http://longwoodgardens.org/education/college-and-university-programs/internships-us-students/apply-now/application>)
2. A copy of your resume (uploaded in a word pdf file)
3. A statement of your professional objectives, approximately 200 words (uploaded in a word pdf file)
4. Official transcripts of all college courses, must show cumulative GPA, minimum GPA of 2.5 required (uploaded in a word pdf file)
5. A letter of reference from your academic advisor (or professor) regarding your scholastic achievements and potential as an intern (uploaded in a word pdf file)
6. A reference from a current or former employer, preferably from within your field of interest (uploaded in a word pdf file) **ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED.**

**COMPLETE APPLICATIONS WILL BE CONSIDERED.**

Must be received by February 1, 2018.

**Puerto Rico**

*to find more sites to job hunt at in PR check out INALJ Puerto Rico home page: [http://inalj.com/?page\\_id=56423](http://inalj.com/?page_id=56423)*

**Rhode Island**

*to find more sites to job hunt at in RI check out INALJ Rhode Island home page: [http://inalj.com/?page\\_id=56426](http://inalj.com/?page_id=56426)*

**South Carolina**

*to find more sites to job hunt at in SC check out INALJ South Carolina home page: [http://inalj.com/?page\\_id=56428](http://inalj.com/?page_id=56428)*



**South Dakota**

to find more sites to job hunt at in SD check out INALJ South Dakota home page: [http://inalj.com/?page\\_id=56430](http://inalj.com/?page_id=56430)

**Tennessee**

to find more sites to job hunt at in TN check out INALJ Tennessee home page: [http://inalj.com/?page\\_id=56432](http://inalj.com/?page_id=56432)

**Texas**

to find more sites to job hunt at in TX check out INALJ Texas home page: [http://inalj.com/?page\\_id=56434](http://inalj.com/?page_id=56434)

[Library Manager](#) / City of Grapevine Library System / Grapevine, TX

[Librarian II](#) / City of Richardson Library System / Richardson, TX

[Library Aide](#) / Fort Bend ISD / Sugar Land, TX

[Project & Research Analyst](#) - Remote, Multiple Locations, Chicago, Philadelphia, Dallas, Minneapolis, Denver or Washington DC

**Utah**

to find more sites to job hunt at in UT check out INALJ Utah home page: [http://inalj.com/?page\\_id=56436](http://inalj.com/?page_id=56436)

**Vermont**

to find more sites to job hunt at in VT check out INALJ Vermont home page: [http://inalj.com/?page\\_id=56438](http://inalj.com/?page_id=56438)

**Virginia**

to find more sites to job hunt at in VA check out INALJ Virginia home page: [http://inalj.com/?page\\_id=56440](http://inalj.com/?page_id=56440)

**Washington**

to find more sites to job hunt at in WA check out INALJ Washington home page: [http://inalj.com/?page\\_id=56442](http://inalj.com/?page_id=56442)

[Public Services Manager](#) / Timberland Regional Library/ Olympia/Tumwater, Washington/ Screening begins 2/6

[Public Service Librarian](#) / University of Washington Libraries / Seattle WA

**West Virginia**

to find more sites to job hunt at in WV check out INALJ West Virginia home page: [http://inalj.com/?page\\_id=56444](http://inalj.com/?page_id=56444)

**Wisconsin**

to find more sites to job hunt at in WI check out INALJ Wisconsin home page: [http://inalj.com/?page\\_id=56446](http://inalj.com/?page_id=56446)

**Wyoming**

to find more sites to job hunt at in WY check out INALJ Wyoming home page: [http://inalj.com/?page\\_id=56449](http://inalj.com/?page_id=56449)

[Collections Technician](#) / Wyoming State Library / Cheyenne WY

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**CANADA****Alberta**

to find more sites to job hunt at check out INALJ Alberta home page: [http://inalj.com/?page\\_id=5931](http://inalj.com/?page_id=5931)

**British Columbia**

to find more sites to job hunt at check out INALJ British Columbia home page: [http://inalj.com/?page\\_id=5933](http://inalj.com/?page_id=5933)

**Manitoba**

to find more sites to job hunt at check out INALJ Manitoba home page: [http://inalj.com/?page\\_id=5934](http://inalj.com/?page_id=5934)

**New Brunswick**

to find more sites to job hunt at check out INALJ New Brunswick home page: [http://inalj.com/?page\\_id=5935](http://inalj.com/?page_id=5935)

**Newfoundland & Labrador**

to find more sites to job hunt at check out INALJ Newfoundland & Labrador home page: [http://inalj.com/?page\\_id=5939](http://inalj.com/?page_id=5939)

**Northwest Territories, Nunavut & Yukon**

to find more sites to job hunt at check out INALJ NWT, Nunavut & Yukon home page: [http://inalj.com/?page\\_id=102592](http://inalj.com/?page_id=102592)

**Nova Scotia & PEI**

*to find more sites to job hunt at check out INALJ Nova Scotia & Prince Edward Island home page: [http://inalj.com/?page\\_id=5941](http://inalj.com/?page_id=5941)*

**Ontario**

*to find more sites to job hunt at check out INALJ Ontario home page: [http://inalj.com/?page\\_id=57040](http://inalj.com/?page_id=57040)*

**Quebec**

*to find more sites to job hunt at check out INALJ Quebec home page: [http://inalj.com/?page\\_id=5945](http://inalj.com/?page_id=5945)*

**Saskatchewan**

*to find more sites to job hunt at check out INALJ Saskatchewan home page: [http://inalj.com/?page\\_id=5946](http://inalj.com/?page_id=5946)*

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**UK & Ireland****Ireland**

*to find more sites to job hunt at check out INALJ Ireland home page: [http://inalj.com/?page\\_id=7707](http://inalj.com/?page_id=7707)*

**UK**

*to find more sites to job hunt at check out INALJ UK home page: [http://inalj.com/?page\\_id=77527](http://inalj.com/?page_id=77527)*

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**International (other countries)****International**

*to find more sites to job hunt at check out INALJ International home page: [http://inalj.com/?page\\_id=8008](http://inalj.com/?page_id=8008)*