

2016 INALJ Jobs

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Content Managing Editors

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USA

USA – Virtual Work

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

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Alabama

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Alaska

to find more sites to job hunt at in AK check out INALJ Alaska home page: 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

Arkansas

to find more sites to job hunt at in AR check out INALJ Arkansas home page: 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

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[Strategist & Manager of Innovation](#) / Library / Santa Barbara, CA / Apply by **4/4**

[Associate University Librarian for Library Special Collections & International Studies Programs](#) / University of California / Los Angeles, CA / [for more information & how to apply click here](#)

Colorado

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

Connecticut

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

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

[Interlibrary Loan Services Library Specialist](#)/ George Mason University Library/ Washington, DC/ Apply by 4/13

[Access Services Library Specialist](#)/ George Mason University Library/ Washington, DC/ Apply by 4/13

[Cataloging Librarian](#)/ Library of Congress/ Washington, DC/ Apply by 4/14

[Digital Content Associate](#)/ American Enterprise Institute/ Washington, DC/ Apply by 5/1

[Archives Technician](#)/ United States Holocaust Memorial Museum/ Washington, DC

[Library Media Specialist Teacher](#)/ Hope Community Charter School/ Washington, DC

[Cataloging/ Library Assistant](#)/ LAC Group/ Washington, DC

[Administrative Assistant](#)/ American University College of Law/ Washington, DC

[Research Librarian](#)/ Finnegan, Henderson, Farabow, Garrett & Dunner, LLP/ Washington, DC

[Technical Information Specialist](#)/ Peace Corps/ Washington, DC/ Apply by 4/25

[Librarian](#)/ National Geographic Society/ Washington, DC

[Data Operations Specialist](#)/ ID Inc./ 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

Florida

to find more sites to job hunt at in FL check out INALJ Florida home page: 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

Hawaii

to find more sites to job hunt at in HI check out INALJ Hawaii home page: 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

Illinois

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

Indiana

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

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Department Head – Circulation / Elkhart Public Library/ Elkhart, IN/ 4/4

Iowa

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Kansas

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Kentucky

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Louisiana

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Maine

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Maryland

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Massachusetts

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Michigan

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Health Science Library Manager / MidMichigan Health / Midland, MI

Minnesota

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Mississippi

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Missouri

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Montana

to find more sites to job hunt at in MT check out INALJ Montana home page: 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

[Western Library System Director](#) / Western Library System / Scottsbluff, NE / Apply by 4/29

[Coordinator of Library Technology Services](#) / University of Nebraska Kearney / Kearney, NE / Apply by 5/2

[Library Director](#) / Keene Memorial Library / Fremont, NE

[Librarian \(part time\)](#) / Cravath Memorial Library / Hay Springs, NE

[Digital Engagement Librarian](#) / University of Nebraska Omaha / Omaha, NE

Nevada

to find more sites to job hunt at in NV check out INALJ Nevada home page: 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

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

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[Adult Services Librarian](#) / East Brunswick Public Library / East Brunswick, NJ / Apply by 4/15 at 5:00pm

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

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

[Acquisitions Assistant, Part-Time](#) / Mount Saint Mary College / Newburgh, NY

Library Media Specialist / Nichols School / Buffalo, NY / The librarian/library media specialist is responsible for all aspects of the library programs and facilities, supervises library staff, and seeks to ensure that the library's academic and technology resources complement, enhance, and extend the school's educational program. S/he will collaborate closely with students, faculty and the director of information technology. DUTIES: Ensure that the library's academic and technical resources advance the school's educational program. Collaborate with classroom teachers in the curriculum design and technology integration process. Develop policies and programming that will establish standards for and definitions of information literacy and bolster support for library services that contribute to an information-literate student body. Collaborate with academic departments/discipline-specific coordinators on specific needs and growth opportunities. Foster an environment of creativity and innovation, and a love of reading and learning. Research and evaluate new and emerging information technologies. Prepare and manage the library budget. Develop, acquire, and maintain a collection of resources appropriate to the curriculum, the students, the instructional strategies of the school's faculty, and the school's mission. In coordination with the technology department, evaluate and purchase technical equipment. Maintain an attractive, dynamic, current, and well-stocked library conducive to reading, studying, and research. Select, process, and make readily available a variety of resources, including print, digital, and multimedia. Maintain a circulation system that ensures the prompt return of materials and their ready availability to other borrowers. Provide bibliographic and reference services for teachers and students. Provide instruction for students in the use of library resources. Promote the ethical use of information and foster digital citizenship. Empower students to be critical thinkers, enthusiastic readers, and knowledgeable researchers. Instill a love of reading and learning in students and ensure their equitable access to information. Continuously develops and maintains a working knowledge of software, hardware and adaptive technologies. Maintain regular contact with stakeholders through school publications and online media. Act as an advocate of the library, share expertise at faculty meetings, serve on department chairs committee and other academic committees, and take an active role in accreditation processes. Network with local librarians, maintain active memberships in professional associations, and promote the school in the wider community. Convey a positive, attitude of leadership, flexibility and cooperation among students and staff. Facilitate personal growth through professional development opportunities. Serve as an advisor in the Upper School. Perform other duties as assigned by the head of school. SKILLS AND QUALIFICATIONS: Bachelor's degree; Master's degree in Library Science, Information Studies, or a similar field strongly preferred. Additional degree in Education a plus. 5+ years of experience in library program management. Demonstrated experience in a supervisory role a plus. Demonstrated success collaborating with faculty in all disciplines to enable/enhance student learning. Excellent written and verbal communication skills. Exceptional organizational skills. Strong interpersonal skills. Detail-oriented. Committed to diversity. Passionate about working with and inspiring students and faculty. Send cover letter, resume and references to: Mary Rockwell Nichols School Assistant Head of School 1250 Amherst Street Buffalo, NY 14216
mrockwell@nicholsschool.org

Resource Sharing & Outreach Librarian / South Central Regional Library Council / Ithaca, NY / Apply by **4/30** / PRIMARY

RESPONSIBILITIES Resource Sharing Provides leadership for Council members in the area of resource sharing. Serves as liaison to SCRLC's Bibliographic and Referral Center (BARC), an interlibrary loan referral service that is currently outsourced to Tompkins Cortland Community College. Investigates and recommends SCRLC or SCRLC libraries' participation in regional, statewide, or national resource sharing collaborative efforts, e.g., the IDS project, Rethinking Resource Sharing, WorldShare, etc. Oversees and informs members of delivery mechanisms supported by SCRLC, e.g., UPS CampusShip, ELD Statewide Delivery. Analyzes ILL trends and their impact on SCRLC members. Works with Fiscal Services Manager to collect interlibrary loan statistics from members. Maintains relationships and communication with Council members. Creates and maintains a LibGuide and webpage of interlibrary information relevant to the membership's needs. Works in partnership with the Fiscal Services Manager on Coordinated Collection Development Aid for Academic Libraries (CCDA). Revises plan in collaboration with SCRLC academic librarians. Maintains communication among academic members regarding CCDA changes. Promotes the Medical Information Services Program (MISP) for ILL; ensures members are aware that they can use. Hospital Library Services Program Manages the Hospital Library Services Program. o Provides outreach, advice, guidance, and consulting to SCRLC's hospital librarians and liaisons, included training on electronic resources when necessary. o Maintains relationships and communication with hospital members through visits,

publications, needs assessments, etc. o With the executive director, develops an annual HLSP plan, budget, and report. As feasible, develops projects and investigates alternative service models, seeking new sources of funding to support them. Creates and maintains a LibGuide and webpage relevant to the hospital members' needs. Education and Experience Required: MLS/MLIS from an ALA-accredited institution. Excellent project management skills, including planning, budgeting. Ability to initiate and maintain programs and services to meet identified needs. Ability to work independently and in a well-organized manner. Ability to meet deadlines and work under pressure. Excellent communication skills, both oral and written. Knowledge of WorldShare, ILLiad, or other interlibrary loan platforms. Knowledge of library trends and developments in all types of libraries. Preferred: Experience in collaborative library networks/consortia. Experience working in two or more types of libraries, including hospital libraries. Knowledge of LibGuides, social media, and website development. Salaries and Benefits Salary is commensurate with experience. SCRLC offers excellent benefits, including health insurance, TIAA/CREF retirement, 21 vacation days, 3 personal days, 12 sick days, and 14 holidays. Benefits for part-time positions are pro-rated and based on a 37.5 hour work week. How to Apply: Email a cover letter, resume, and three professional references to Mary-Carol Lindbloom, Executive Director, South Central Regional Library Council, mclindbloom@scrlc.org.

Digitization Internship / South Central Regional Library Council / Ithaca, NY / South Central Regional Library Council (SCRLC) is pleased to offer a 150-hour internship opportunity for MLIS students interested in gaining experience in the area of digitization. One internship spot is available for the summer and also for the fall 2016 term. Under the supervision of SCRLC's digital services librarian the intern will create and edit digital collections. Training will be provided. Activities include: Assisting in the selection of materials to digitize. Training and/or overseeing the scanning of documents. Assigning metadata to digital objects. Converting, uploading, and editing files in CONTENTdm. Creating tools and programming for outreach and marketing initiatives for digital projects, including the New York Heritage Digital Collections' Women's Suffrage Centennial Celebration and Erie Canal Centennial projects. Developing assessment plans for digitization projects. Working with SCRLC website and LibGuides to provide improved online resources and access to digital collections. The intern will ideally have had some course work or experience with digitization and be able to work independently and as a team; good attention to detail is also essential. They will also need the ability to travel to member libraries as needed, usually with the digital services librarian. A modest stipend will be available (the exact amount is contingent upon the receipt of program funds). If you are interested in pursuing this internship opportunity at SCRLC or would like more information, please send your resume to Mary-Carol Lindbloom, Executive Director, mclindbloom@scrlc.org.

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

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

[E-Learning Librarian](#) / Central Piedmont Community College / Charlotte, NC / Apply by **4/10**

[Copyright and Licensing Librarian](#) / J. Murrey Atkins Library-UNC-Charlotte / Charlotte, NC /

[Library Assistant](#) / Transylvania County Library / Brevard, NC / Apply by **4/29**

[Administrative Assistant-Library](#) / City of Hickory / Hickory, NC

[Branch LibraryAssistant - Mount Holly](#) / County of Gaston / Gastonia, NC

North Dakota

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Ohio

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

Oklahoma

to find more sites to job hunt at in OK check out INALJ Oklahoma home page: 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

[Library Assistant II](#) (Circulation) / Eugene Public Library / Eugene, OR / Apply by 4/8

[Library Technician 2](#) / Oregon State University / Corvallis, OR / Apply by 4/14

[Access Services & Technology Specialist](#) / Lewis & Clark College / Apply by 4/25

[Library Assistant](#) (part-time) / Chiloquin Branch Library / Chiloquin, OR / Apply by 4/8

[Library Assistant](#) (part-time) / Medford Library / Medford, OR

[Archives Specialist](#) / Oregon Historical Society / Portland, OR

[Library/Media Specialist](#) / French Prairie MS / Woodburn, OR

[Branch Librarian](#) (part-time) / Glendale Branch, Douglas County Library System

Pennsylvania

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

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

[GIS Analyst](#) / Caduceus Healthcare / San Juan, PR

[Data Manager](#) / Caduceus Healthcare / San Juan, PR

[Market Research Assistant](#) / The F-ACTOR / Guaynabo, PR

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

[Digital Asset Archivist](#) / Avid / Pawtucket, RI

[Industrial Engineer](#) / Department of Veteran Affairs / Providence, RI

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

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

Tennessee

to find more sites to job hunt at in TN check out INALJ Tennessee home page: 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

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[Technical Specialist](#) / Akin Gump Strauss Hauer & Feld LLP / Dallas, TX

Utah

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Vermont

to find more sites to job hunt at in VT check out INALJ Vermont home page: 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

Washington

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

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

Wisconsin

to find more sites to job hunt at in WI check out INALJ Wisconsin home page: 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

[Executive Director](#) / Carbon County Library System / Rawlins, WY

[Substitute Information Specialist \(PT\)](#) / Carbon County Library System / Rawlins, WY

[Seasonal Interpreters](#) / Ft. Bridger State Historic Site / Lyman, WY
[Seasonal Interpreters](#) / South Pass City State Historic Site / South Pass City, WY
[Seasonal Interpreter](#) / Guernsey State Park / Guernsey, WY
[Seasonal Interpreter](#) / Wyoming Territorial Prison / Laramie, WY
[Supervisor of Museum Programs and Exhibits](#) / Wyoming State Museum / Cheyenne, WY
[Seasonal Park Workers](#) / Pioneer Memorial Museum / Douglas, WY
[Library Media Specialist](#) / Sweetwater County School District #1 / Rock Springs, WY
[Museum Assistant \(PT\)](#) / Rockpile Museum / Gillette, WY
[Tour Guide \(PT\)](#) / Buffalo Bill Center of the West / Cody, WY
[Assistant Curator](#) / Cody Firearms Museum of the Buffalo Bill Center of the West / Cody, WY / Apply by 5/1
[Curatorial Assistant](#) / Whitney Western Art Museum at the Buffalo Bill Center of the West / Cody, WY / Apply by 5/1

CANADA

Alberta

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British Columbia

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Manitoba

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New Brunswick

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Newfoundland & Labrador

to find more sites to job hunt at check out INALJ Newfoundland & Labrador home page: 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

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

Ontario

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[Coordinator, Marketing and Communications](#) / Queen's University / Kingston, ON / Apply by 4/7

[Digital Communications Officer](#) / Queen's University / Kingston, ON / Apply by 4/10

[Senior Development Officer](#) / Queen's University / Kingston, ON / Apply by 4/6

[Records Assistant](#) / University of Waterloo / Waterloo, ON

[Head, Engineering & Computer Science Library](#) / University of Toronto / Toronto, ON / Apply by 4/30

[Assistant Archivist](#) / Archdiocese of Toronto Archives Department / Toronto, ON / Apply by 4/15

[Information Resources & Connections Librarian](#) / Niagara Falls Public Library / Niagara Falls, ON / Apply by 4/13

[Associate Librarian](#) / Huron University College / London, ON / Apply by 4/18

Quebec

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Saskatchewan

to find more sites to job hunt at check out INALJ Saskatchewan home page: http://inalj.com/?page_id=5946

UK & Ireland

Ireland

to find more sites to job hunt at check out INALJ Ireland home page: 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

International (other countries)

International

to find more sites to job hunt at check out INALJ International home page: http://inalj.com/?page_id=8008