

2016 INALJ Jobs

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Sponsored jobs

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[Director, Distributed eLibrary](#) / Weill Cornell Medicine-Qatar / Doha, Qatar

[Library Scientist \(part-time\)](#) / Sutter Hill Ventures / Silicon Valley, CA

[Web Services Librarian](#) / Ferris State University / Big Rapids, MI

[Library Specialist – Level 3](#) / Metropolitan Community College / Kansas City, MO

[Librarian for NYU School of Professional Studies Graduate Programs](#) / New York University – Division of Libraries / NYC, NY

[Children’s Librarian](#) / The Dalles - Wasco County Library / The Dalles, OR/ Apply by **9/13 at 5 pm**

[Technology Librarian](#) / Champlain College / Burlington, VT / [for more info click here](#)

[Faculty Librarian – Interdisciplinary Arts](#) / The Evergreen State College / Olympia, WA

[Assistant Librarian](#) / The Seattle School of Theology & Psychology / Seattle, WA

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

Alabama

to find more sites to job hunt at in AL check out INALJ Alabama home page: 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

Arizona

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

[Library Aide](#) / Corrections Corporation of America / Eloy, AZ

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

Sponsored

[Library Scientist \(part-time\)](#) / Sutter Hill Ventures / Silicon Valley, CA

Other jobs

[Dean of Student Learning](#) / Butte-Glenn Community College / Oroville, CA / Apply by 9/26

[Part-time Library Monitor](#) / City of Burbank / Burbank, CA / Apply by 8/26

[Science & Engineering Librarian](#) / University of Southern California / Los Angeles, CA

[Library Technical Assistant](#) / American River College / Sacramento, CA / Apply by 8/29

[Acquisitions & Cataloging Specialist](#) / San Diego State University / San Diego, CA

[Digital Asset Cataloger](#) / Schawk, Inc / Cupertino, CA

[Library Media Specialist](#) / Western Placer Unified School District / Lincoln, CA

[Discovery & Delivery Systems Librarian](#) / California Digital Library / Oakland, CA

[Library Assistant](#) / University of California, Irvine / Irvine, CA

[Library Web Developer & Integrated Technology Consultant](#) / California State University, Chico / Chico, CA / Apply by 9/15

[Social Media Coordinator](#) / Cedars-Sinai Medical Center / Los Angeles, CA

[Librarian](#) / San Bernardino County Library / Big Bear Lake, CA / Apply by 9/9

[Librarian](#) / San Bernardino County Library / Yucaipa, CA / Apply by 9/9

Colorado

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

[Special Collections & Archives Assistant IV](#) / University of Denver / Denver, CO / Apply by 8/26

Connecticut

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

Reference Substitutes / Stratford Library Association / Stratford, CT / Apply by 9/9 / Do you enjoy providing technology and reference services for patrons of all ages? The Stratford Library Association will give you the opportunity to work in a team environment serving a variety of cultures and age groups. Sunday Reference Substitutes are expected to provide coverage in Adult, Teen and Children's Departments. Strong communication and reference skills along with proficiency with computer applications, mobile devices and a commitment to public service required. ALA/MLS degree required, although degree candidates may be considered. Bilingual Spanish/English highly desirable. Sundays, as needed, 1-5pm, October through May. \$27.00/hour. Send your resume and contact information for three references to Sheri Szymanski, Director, Stratford Library Association, 2203 Main Street, Stratford, CT 06615 or e-mail sszymanski@stratfordlibrary.org Application deadline: 9/9/16. EOE.

Part-time Assistant Librarian / Fairfield Museum and History Center / Fairfield, CT / Apply by 8/24 / Fairfield Museum and History Center Schedule: 8 hrs/wk, including Saturdays, 12-4. The Fairfield Museum's Research Library is dedicated to the history of Fairfield and its region from the 17th century to the present. Through archival collections, historic photographs, maps, and reference works, the library collects and shares information about all aspects of the community, and supports the Museum's exhibitions and educational programs. We are currently seeking a part-time Assistant Librarian to serve patrons on Saturdays and to provide assistance to the Library Director. Responsibilities: Provide local history/genealogy reference services in person and by telephone or email; assist patrons in using library and archival materials; respond to research inquiries. Catalog and organize library and archival materials in accordance with professional standards. Contribute to other library projects, such as indexing, description, and digitization. Assist with other Museum tasks as needed. Qualifications: Experience with genealogical and historical research. ALA-accredited MLS and/or MA degree in history or a related discipline. Experience working with special collections or archives. Excellent interpersonal skills and dedication to public service. Compensation \$27/hour. The Fairfield Museum and History Center is an equal opportunity employer. Please submit cover letter and resume to library@fairfieldhs.org by August 24, 2016.

Library Director / Somers Public Library / Somers, CT / Apply by 9/14 / The Somers Public Library seeks a creative, enthusiastic Library Director with strong public service skills. The Library Director is responsible for all phases of library operations including budget development and management, preparation of policies and programs, collection development and acquisition of materials, automation and the use of appropriate technology, and oversees the care and maintenance of the library. The Library Director supervises two full-time and 13 part-time staff members and also volunteers. The Library Director must work effectively with the Library Board, town and school administrators, the Friends of the Library, and other community organizations. The library serves a community of 11,451 and is located in the town's Education Complex. The position requires a Master's Degree in Library and Information Science and a minimum of three years of progressively responsible work in library services, including two years supervisory experience. It is a full-time, non-bargaining position. Dependent upon level of experience and qualifications, the position has a salary range of \$62,000-\$65,000 as well as a town benefits package. Please see the Position Description for more details and qualifications. Qualified applicants may express their interest by submitting a resume and cover letter by September 14, 2016. By email or mail to: opsmanager@somersct.gov Operations Manager, Town of Somers, 600 Main Street, P.O. Box 308, Somers, CT 06071 Or by fax 860-763-8228 NO PHONE CALLS PLEASE.EEOC.

[Head of Access Services](#) / Southern Connecticut State University / New Haven, CT

[Systems Librarian](#) / Southern Connecticut State University / New Haven, CT

[Public Services Librarian](#) / Allen Library, University of Hartford / Hartford, CT

[Part-time Clerk II](#) / North Haven Memorial Library / North Haven, CT

[Public Services Librarian – Access Services/Reference/Instruction](#) / Eastern Connecticut State University / Willimantic, CT

[For Credit Intern: Enterprise Metadata Management](#) / WWE / Stamford, 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

[Digital Collections Specialist](#) / National Museum of Natural History, Smithsonian / Washington, DC / Apply by 8/26

[Archives Technicians](#) / NARA / Washington, DC / Apply by 8/24

[Librarian](#) / Smithsonian Institution Libraries / Washington, DC / Apply by 9/2

[Photo Archivist](#) / National Geographic Society / Washington, D.C.

[Digital Resources Librarian](#) / Louis Stokes Health Sciences Library, Howard University / Washington, D.C.

[Head of Technical Services](#) / US Senate Office of the Secretary/ Washington, DC

[Senior Assistant for Information Management Services](#) / The World Bank/ Washington, DC/ Apply by 9/6

[Assistant Photo Editor](#) / 20th Century Fox/ Washington, DC

[Archives Technician](#) / National Archives and Records Administration/ Washington, DC/ Apply by 8/24

[Data Warehouse Specialist](#) / JuneGem Technologies/ Washington, DC

[Records Manager](#) / GLC Business Services/ Washington, DC

[Cartographer](#) / Humanitarian Information Unit /Washington, DC

[Sharepoint Evangelist](#) / Blackboard/ Washington, DC

[Records Clerk](#) / Nixon Peabody LLC/ Washington, DC

[Records Manager](#) / Metropolitan Police Department/ Washington, DC/ Apply by 8/27

[Records Manager](#) / Williams Lea/ 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

[Emerging Technology Librarian](#) / Valencia College / Orlando, FL / Apply by 9/14

[Data Services Librarian](#) / Otto G. Richter Library, University of Miami / Coral Gables, FL

[Library Associate](#) / City of Jacksonville / Jacksonville, FL / Apply by 8/31

[Architecture Librarian](#) / University of Florida/ Gainesville, FL/ Apply by 10/3

[Archivist](#) / Diocese of Venice/ Venice, FL

[Bibliographic Instructor/ Reference Librarian](#) / Bethune-Cookman University/ Daytona Beach, FL

[Catalog-Database Specialist](#) / St. Thomas University Law Library/ Miami Gardens, FL /Apply by 9/1

[Emerging Technology Librarian](#) / Valencia College/ Orlando, FL

[Instructional Designer](#) / LifeSouth Community Blood Centers/ Gainesville, FL

[Instructional Technology Specialist](#) / Orange County Library System/ Orlando, FL

[Librarian II](#) / Clearwater Public Library System/ Clearwater, FL /Apply by 9/2

[Librarian II –Head of Childrens’ and Teen Services](#) / Palm Beach County Library System/ Belle Glade, FL

[Library Associate](#) / City of Jacksonville/ Jacksonville, FL

[Library System Specialist](#) / Barry University/ Miami Shores, FL

[Temporary Library Assistant – Part Time](#) / Jane Bancroft Cook Library/ Sarasota, FL

Georgia

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

[Head of Information Services Department Assistant or Associate Professor](#) / George Southern University / Statesboro, GA

[Reference Specialist \(Part-time, two positions open\)](#) / City of Peachtree City Library / Peachtree City, GA

[Circulation Assistant \(Part-time\)](#) / Chestatee Regional Library – Dawson County Branch / Dawsonville, GA

[Administrative Support Assistant II](#) / Gwinnett County Public Library System / Lawrenceville, GA / Apply by 8/31
[Reference Assistant \(Part-time\)](#) / Twin Lakes Public Library System / Milledgeville, GA / Apply by 9/9
[Media Specialist \(Multiple P-12\)](#) / Savannah-Chatham County Public School System / Savannah, GA

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

[Project Manager, Crerar Renovation](#) / University of Chicago Library / Chicago, IL / Apply by 2/12

Indiana

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

Iowa

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

[Special Collections Coordinator and University Archivist](#) / Rod Library, University of Northern Iowa / Cedar Falls, IA / Apply by 9/19

Kansas

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

[Library Director](#) / Moundridge Public Library / Moundridge, KS / Apply by 8/29

Kentucky

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

[Library Manager](#) / University of Kentucky / Lexington, KY / Apply by 8/29

Louisiana

to find more sites to job hunt at in LA check out INALJ Louisiana home page: 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

Maryland

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

[Archives Technicians](#) / NARA / College Park, MD / Apply by 8/24

Massachusetts

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

[University Librarian](#) / Worcester Polytechnic Institute / Worcester, MA

[Mellon Digital Projects Manager](#) / Williams College Museum of Art / Williamstown, MA

[Executive Director of the Library](#) / Frederick E. Berry Library and Learning Commons, Salem State University / Salem, MA

Michigan

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

Sponsored

[Web Services Librarian](#) / Ferris State University / Big Rapids, MI

Other jobs

[Head of Public Services](#) / Capital Area District Library / Lansing, MI / Apply by 8/29

[Head of Youth Services](#) / William P. Faust Public Library of Westland / Westland, MI

[Part-time Adjunct Reference and Instruction Librarian](#) / Lansing Community College / Lansing, MI

[Part-time Children's Programmer](#) / Allegan District Library / Allegan, MI

Minnesota

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

[Law Reference Librarian](#) / University of Minnesota Twin Cities / Twin Cities, MN

[Assistant Cataloging Librarian](#) / University of Minnesota, Duluth / Duluth, MN / Apply by 9/2

Mississippi

to find more sites to job hunt at in MS check out INALJ Mississippi home page: 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

Sponsored

[Library Specialist – Level 3 / Metropolitan Community College / Kansas City, MO](#)

Other jobs

Part-time Library Clerk / Saint Louis County Law Library / Clayton, MO / Apply by **9/16** / The St. Louis County Law Library is currently seeking individuals interested in fulfilling a vacant part time position. Interested candidates should possess excellent research skills, along with computer proficiency. Previous experience in a law library environment is preferred. A successful candidate must be available for 20 to 29 hours per week, between the weekday hours of 8:00 am to 5:00 pm. Position is open for immediate fulfillment. Please e-mail resume and cover letter to: Lacy Rakestraw, Library Director, Lacy.Rakestraw@courts.mo.gov.

[Part-time Library Clerk](#) / St. Louis County Library / Eureka MO

Montana

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

[Assistant Library Director](#) / Billings Public Library / Billings, MT / Apply by **8/26**

Nebraska

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

[Part Time Program Assistant](#) / Humanities Nebraska / 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

[Librarian](#) / Newton Public School / Newton, NJ / Apply by **8/29**

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

[Digital Asset Manager](#) / Corning Museum of Glass / Corning, NY

[Director of the Science and Technology Libraries](#) / Cornell University / Ithaca, NY / Apply by 8/26

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

Sponsored

[Librarian for NYU School of Professional Studies Graduate Programs](#) /New York University – Division of Libraries / NYC, NY

Other jobs

[Digital Humanities Developer](#) / Columbia University / New York, NY

[Manager of Collections Information and Library Systems](#) / Morgan Library & Museum / New York, NY

[Law Firm Library and Knowledge Advisor](#) / Special Counsel / Manhattan, NY

[Archives Fellow](#)/Barnard Archives and Special Collection/New York, NY

[Cataloger for 16th-19th Century Maps, Books, Natural History Watercolors](#)/Arader Galleries/New York, NY

[Data Scientist](#)/The College Board/New York, NY

[Library Assistant IV](#)/Columbia University/New York, NY

[Library Page](#)/Pace University/New York, NY

[Managing Librarian](#)/New York Public Library/Bronx, NY

[Plant Information/LibGuides Volunteer](#)/New York Botanical Garden/Bronx, NY

[Project Cataloger](#)/Whitney Museum of American Art/New York, NY

[Teen Managing Librarian](#)/New York Public Library/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

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

[Librarian I/Youth Services](#) / Cumberland County Public Library / Fayetteville, North Carolina

[Youth Services Librarian](#) / McDowell County Public Library / Marion, NC

[Librarian](#) / Cabarrus County Public Library / Concord, NC

[Information Commons Assistant](#) / Rowan–Cabarrus Community College / Salisbury, NC

Ohio

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

[Library Associate I](#) / Lorain Public Library System / Lorain, OH

[Part-time Cataloger](#) / Richland County Public Library / Mansfield, OH / Apply by 8/31

Oklahoma

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

[Library Assistant – Technical Services II](#) / OSU Institute of Technology / Oklahoma City, OK

[Library Technician III](#) / OSU Institute of Technology / Stillwater OK

Oregon

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

Sponsored

[Children’s Librarian](#) /The Dalles - Wasco County Library /The Dalles, OR/ Apply by **9/13 at 5 p.m**

Other jobs

[Records & Information Management Specialist](#) / U.S. Army Corps of Engineers / Portland, OR / Apply by **9/2**

Pennsylvania

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

[Librarian/Children’s Librarian](#) / Upper Merion Township / King of Prussia, PA

[Assistant Archivist](#) / Chubb / Philadelphia, PA

[Digital Preservation Librarian](#) / Penn State University Libraries / University Park, PA / Apply by **9/6**

[Library Services Admin Coordinator](#) / University of Pennsylvania / Philadelphia, PA

[Children’s Librarian](#) / Upper Merion Township Library / King of Prussia, PA / Apply by **9/6**

[Library Director \(Part Time\)](#) / Fleetwood Area Public Library / Fleetwood, PA

[Temporary Academic Support Clerk \(Part Time\)](#) / Montgomery County Community College / Blue Bell, PA / Apply by **9/2**

[Digital Preservation Librarian](#) / Pennsylvania State University / University Park, PA / Apply by **9/6**

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

[Asistente de Biblioteca](#) / National University College – Rio Grande / Rio Grande, 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

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

[Acquisitions Librarian](#) / Paul Meek Library, University of Tennessee at Martin / Martin, TN

Texas

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

[President and CEO](#) / Amigos Library Services / Dallas, TX / Apply by 9/12

[Manager – Archives and Research Center](#) / Texas State University / San Marcos, TX

[Gallery Assistant/Docent](#) / Bullock Museum / Austin, TX / Apply by 8/31

[Development Coordinator](#) / Bullock Museum / Austin, TX / Apply by 8/26

[Director of Education](#) / National Museum of the Pacific War / Fredericksburg, TX

[Education Assistant](#) / Heritage Farmstead Museum / Plano, TX

[Executive Director / National Ranching Heritage Center / Lubbock, TX](#)

[Grant Specialist / Texas State University / San Marcos, TX](#) / Apply by 9/9

[Librarian I-Russian, East European, Eurasian Studies & Digital Scholarship Librarian](#) / University of Texas Austin / Austin, TX

[Library Clerk](#) / Town of Little Elm / Little Elm, TX / Apply by 9/5

Utah

to find more sites to job hunt at in UT check out INALJ Utah home page: 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

Sponsored

[Technology Librarian](#) / Champlain College / Burlington, VT / [for more info click here](#)

Other jobs

[Literatures and Cultures Librarian](#) / Middlebury College / Middlebury, VT

[Technology Librarian](#) / Miller Information Commons, Champlain College / Burlington, VT

Virginia

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

[Substitute Reference Librarian – Central Library](#) / City of Charlottesville / Charlottesville, VA

Part-time Cataloging Associate / Arlington Public Library / Arlington, VA / Apply by **9/7** / Interested in putting your cataloging skills to use in an innovative public library setting? The Cataloging Associate will support two librarians and work alongside 6 other department staff by performing cataloging of materials in a variety of formats, blending emerging metadata applications with that of traditional cataloging practices. Reports to Manager of Bibliographic Services. Hourly rate: \$21.36. The Arlington Department of Libraries is committed to providing innovative, high-quality services to its diverse community by offering access to information, promoting the joy of reading, and creating welcoming spaces for learning and discourse. We welcome candidates who have a strong customer service ethic. Schedule: M-F, up to 19.5 hours per week. (This is a part-time temporary position eligible for ongoing renewal as funds permit. Temporary employees who work 10+ hours per week accrue sick leave.) ESSENTIAL TASKS: Catalog materials in a variety of formats, including electronic resources, local history collections and special formats, to local and national standards; Perform maintenance of bibliographic data; Batch load and process large files of records; KNOWLEDGE, SKILLS AND ABILITIES: Understanding of library cataloging and classification systems (RDA, AACR2, MARC21, LCSH, and Dewey Decimal classification); Familiarity with computerized cataloging databases and tools (OCLC, Integrated Library systems (III Sierra a plus)); Experience with the procedures, practices and equipment of a public library; Ability to communicate effectively, both orally and in writing; Ability to work effectively in a team setting, as well as independently; Establish and maintain effective working relationships. EDUCATION AND EXPERIENCE: Bachelor's Degree; 1-2 years of work in public library setting with some working knowledge of cataloging; Strong attention to detail, problem-solving and organizational skills; Strong computer skills including Microsoft Office suite. TO APPLY: Please submit resume and cover letter to: lrajeff@arlingtonva.us.

Content Management Analyst / Gentech / Hampton, VA / GenTech who is providing the Langley Research Center's administrative, media and professional services (LAMPS) is seeking a Content Management Analyst to work onsite at NASA Langley in Hampton, VA. See job description below and contact information for applying. Position Announcement- Content Management Analyst: POSITION: Content Management Analyst, REPORTS TO: Lead, Sr. Technical Information Specialist, TYPE OF POSITION & FLSA STATUS: Regular/Full-time/ Exempt, EEOC Job Category: Professional, SUMMARY/GENERAL DESCRIPTION OF JOB: In support of the NASA Scientific and Technical Information (STI) program, creates descriptive metadata for scientific and technical (STI) documents that comprise the NASA Technical Report Server (NTRS). Analyzes the content of technical documents and provides subject indexing and classification, and plays a supportive role in the maintenance of related authority files and terminology resources. Also performs critical review and evaluation of document markings and associated availability-authorization forms to determine the appropriate audience for document dissemination. Participates in metadata analysis tasks, and provides support to user Information Desk operations. Contributes to the on-going enhancement of production processes and tools. Works under limited supervision and uses independent judgment. ESSENTIAL DUTIES & JOB FUNCTIONS: Provides descriptive cataloging records for scientific and technical documents, Analyzes document content and provides subject-term indexing and classification based on the NASA Thesaurus and other authority files, Identifies and researches candidate terminology for inclusion in the NASA Thesaurus, and defines modifications and enhancements to thesaurus hierarchical structure. Reviews and analyzes distribution authorization forms and corresponding document markings for dissemination requirements and distribution limitations, Participates in metadata analysis tasks, and provides support to user Information Desk operations, Recommends operational processing and systems improvements and enhancements. JOB REQUIREMENTS (Education, Experience, Professional Associations): Mandatory: Master's Degree in Library and Information Sciences with specialization in science librarianship OR Four years experience in subject indexing of scientific/technical literature OR BA or BS degree in a science or engineering discipline, Minimum of two years of experience performing related work. US citizen, Able to pass a National Agency Check and Inquiries (NACI) investigation. Preferred: Experience in creating and maintaining taxonomies or structured vocabularies (e.g., thesauri, ontologies, or classification schemes), Experience in subject indexing of scientific and technical documents, Knowledge of descriptive cataloging, Experience in a NASA or other scientific and technical information environment, Knowledge of Boolean search methods and experience with database analysis, An Equal Opportunity Employer M/F/D/V. To apply, please send resume and cover letter as soon as possible to Michael Genuardi, michael.genuardi-1@nasa.gov and Jen Doherty (jennifer.a.doherty@nasa.gov).

Washington

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

Sponsored

[Faculty Librarian – Interdisciplinary Arts](#) /The Evergreen State College / Olympia, WA

[Assistant Librarian](#) / The Seattle School of Theology & Psychology / Seattle, WA

Other Jobs

[Reference Librarian](#) / Special Counsel / Seattle, WA

[Part-time Reference Librarian](#) / Grays Harbor College / Aberdeen, 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

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

CANADA

Alberta

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

Manitoba

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

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

to find more sites to job hunt at check out INALJ Ontario home page: http://inalj.com/?page_id=57040

[Knowledge Systems Product Architect](#) / Osker, Hoskin, & Harcourt LLP / Toronto, CAN / Apply by 9/12

[Knowledge Coordinator](#) / Ministry of Community Safety and Correctional Services / Orillia, Ontario, CAN / Apply by 9/7

[Prospect Management & Research Officer](#) / Sunnybrook Foundation / Toronto, ON / Apply by 9/2

[User Experience Designer](#) / Maluuba / Waterloo, ON

[Exhibitions Consultant](#) / Lord Cultural Resources / Toronto, ON / Apply by 9/9

[University Librarian](#) / University of Waterloo / Waterloo, ON / Apply by 9/16

[Digital Archives Librarian](#) / McMaster University Library / Hamilton, ON / Apply by 9/15

[Assistant, Teen Services](#) / Collingwood Public Library / Collingwood, ON / Apply by 8/29

Quebec

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