

Librarian / San Diego City College / San Diego, CA

Closing Date: 06/30/2024

Open Until Filled: No

Classification Title: Librarian

Location: San Diego City College

Pay Information

Class 1, Step C – Class 6, Step C (\$6,933.44 – \$8,849.03) per month based on the 2024 AFT – College Faculty Tenured-Tenure Track Monthly Salary Schedule.

Initial salary placement for this Assistant Professor is commensurate with required education and related teaching experience as outlined in section A2.1 of the AFT Faculty Collective Bargaining Agreement and it is non-negotiable.

The District offers a comprehensive fringe benefit package including employer paid medical, dental, vision plans, sick leave, and opportunities for professional development. This position is FLSA Exempt and may not accrue overtime. Benefits will be provided under the terms of the AFT-Guild, Local 1931 – Faculty Collective Bargaining Agreement. Annual Salaries will be recalculated for service less than a full academic year based on Education Code §87815, any required adjustment will be made within the first pay period. Travel reimbursement for interviewees traveling more than 200 miles, one-way, may be paid according to geographic location (see SDCCD Travel Stipend Policy, Rev 7/14/2011). Typically, Assistant Professors earn tenure after 4 years and promote to Associate Professor. The SDCCD Employment Web Page provides a link to employee collective bargaining agreements and handbooks, and more information about terms and conditions of employment to include salary and benefits.

Position Equivalent FTE: 1.0 FTE

Job Duration: 12

Position Number: 010386

FLSA Status: Exempt (does not accrue overtime)

Bargaining Unit: AFT/College Faculty

Range: No Response

Position Type: Academic

Department: Library

The Position

San Diego City College is a Hispanic-serving institution and one of four colleges in the San Diego Community College District. Under the direction of the Dean of Information and Learning Technology, the Information Literacy Librarian will assist in the planning, organization, coordination, and implementation of various library services and programs as assigned. This 12-month San Diego City College faculty position begins at the Assistant Professor level. All San Diego City College Librarians adhere to the ALA Code of Ethics and share responsibility for departmental and faculty functions including reference services; collection management; instruction; development and assessment of student learning outcomes; development and writing of institutional reports such as accreditation reports; liaison relationships with the faculty regarding instruction, collections, and open educational resources (OER); outreach and library promotion; committee work; program review; planning; accreditation; as well as all other duties as assigned.

Major Responsibilities

The Information Literacy Librarian will take a fresh look at the Information Literacy Program and take the lead in the reimagining, developing, assessing, expanding, and teaching of information literacy in a variety of modalities. With the aspiration of reaching every student on campus, the Information Literacy Librarian is responsible for developing and implementing an information literacy program that is scalable and fits into the diverse needs of San Diego City College students, while continually assessing and improving the program based on the collection of data and data-based decision making. Primary duties include, but are not limited to:

- Striving to improve student success and retention by raising awareness of and teaching the use of library services and resources
- Working with campus faculty to integrate information literacy into the normal flow of their classes
- Developing and teaching a consistent and robust schedule of workshops
- Developing online content addressing the information literacy needs of asynchronous students
- Teaching the one-unit transferable LIBS course, developing potential future LIBS course offerings, and managing the curriculum

- Assessing different learning modalities for information literacy instruction based on the needs of students, such as online, partially online, face to face, hybrid, and self-paced
- Developing student learning outcomes in collaboration with librarian colleagues
- Assessing and implementing new technologies in information literacy instruction
- Working with librarian colleagues both on campus and across the district to develop new and update existing curriculum for the credit course.

Qualifications

NOTE: All degrees and units used to satisfy minimum qualifications shall be from accredited institutions, unless otherwise specified.

Master's in Library Science, Master's in Library and Information Science from an ALA-accredited institution

OR

the equivalent.

Desired Qualifications

- Experience in developing and implementing information literacy content in a variety of modalities (e.g. face-to-face, online, hybrid, self-paced, etc.)
- Experience in promoting information literacy skills with individuals and groups
- Experience in promoting all aspects of the information literacy program
- Evidence of involvement in developing and implementing a scalable information literacy program to reach as many students as possible
- Experience in proactively engaging faculty to integrate information literacy concepts and learning objects into the curriculum
- Demonstrated ability to create, support, and guide the design and assessment of information literacy programs

- Experience in coordinating library's online learning initiatives and co-developing learning materials to fit the online instructional needs of students including tutorials and other e-learning materials
- Experience in teaching a for-credit transferable information literacy course and creating workshops customized to individual classes
- Experience with using the tools and technology needed to create, modify, and distribute online information literacy content, such as Canvas, video editing, and applicable open access platforms
- Experience with assessing and implementing changes using data-based decision making
- Demonstrate the ability to work collaboratively in the development and communication of the policies and processes of the information literacy instruction program (such as scheduling and requesting of workshops) to the campus community
- Familiarity with building an information literacy curriculum
- Knowledge of current trends in higher education, information literacy, and scholarly communication
- Experience in assessing and implementing new classroom technologies
- Experience in the organizing and scheduling of various library activities such as a reference desk schedule, tours, workshops, and other scheduled library events in collaboration with librarian colleagues
- Evidence of cooperation among colleagues through open and honest communications and consideration of others' ideas, thoughts, and opinions.
- Flexibility and receptiveness to new ideas, methods, duties, or organizational changes
- Experience in collection management and reference services in a variety of modalities.
- Strong oral and written communication skills in both individual and group capacities.

Equivalency

If you do not possess the exact degrees, or higher, listed above or if you anticipate receiving the required degree prior to the start of teaching classes, please complete a Request for Equivalency Form and attach it during the application process.

Foreign Degree:

Applicants with foreign degrees from colleges or universities outside of the United States must have their coursework evaluated by a professional association that is a member of the National Association of Credential Evaluation Services (NACES) or Academic Credentials Evaluation Institute, INC.(ACEI). A copy of the evaluation must be submitted with your on-line application

Commitment to Diversity:

All applicants must have demonstrated cultural competency and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and classified professionals.

Working Conditions

Variable, depending on assignment.

Special Instructions to Applicants:

To ensure full consideration, qualified candidates must submit a complete online application that includes the items listed (extraneous material will not be reviewed). References to résumés or other uploaded documents within the online application will be considered an “incomplete” application; please enter “N/A” if any section does not apply.

Required Documents:

- Complete online application;
- Cover Letter;
- Curriculum Vitae or Résumé;
- Three (3) references within the online application;

- Unofficial Transcript (Graduate);
- Unofficial Transcript (Undergraduate); AND,
- Responses to Supplemental Questions.
- Foreign degree evaluation (required, if applicable).
- Equivalency Request (required, if applicable).

Important: To ensure consistency and fairness to all candidates, please do not submit materials other than those requested (i.e., personal photo, articles you've written, etc). Please only upload requested documents using respective document name labels. Uploading extraneous materials, unless specifically requested within this posting, may result in your application not being reviewed. Only complete application packets will be forwarded to the committee.

Application materials sent via mail, fax, or e-mail will not be accepted.

Note that correspondence, including interview invitations, will be sent to you via e-mail. All inquiries, nominations and applications will be held in the strictest confidence.

Tentative Timeline (Subject to Amendments)

Conditions of Employment:

SELECTED CANDIDATE IS REQUIRED TO COMPLETE THE FOLLOWING PRIOR TO EMPLOYMENT:

- Submit "official" college transcripts as stated on application (even if a degree is not a requirement for this position);
- Provide a Certificate of Tuberculosis Exam for initial appointment (Note: The certificate must be renewed every 4 years as a condition of continuing employment);
- Have fingerprints taken by a Live Scan computer at the District's expense (Clearance must be received prior to first day of employment);
- Present original documents for proof of eligibility to work in the United States as required by the I9 Employment Eligibility Verification form;

- Attend a new hire processing appointment in People, Culture, and Technology Services located at the District Administrative Offices; AND,
- Employed on an initial contract of one (1) year that is eligible for renewal annually for up to a subsequent one-year period

EMPLOYMENT AFTER RETIREMENT

If you accept a contract (permanent) position with SDCCD and are a retired annuitant with CalPERS or CalSTRS, you must reinstate from your retirement system. Please reference the CalPERS or CalSTRS website for further information.

Additional Information:

Please note that an employee may be transferred to any site at the option of the Chancellor.

EMPLOYEE BENEFITS

SDCCD provides a comprehensive fringe benefit package for its full-time academic employees. The District contributes toward the cost of the premium (including dependent coverage) for the medical insurance plan options. Additional benefits include dental, vision, sick leave, vacation and opportunities for professional development. Contract employees become members of the State Teachers' Retirement System (STRS) upon appointment.

Posting Number: AC01050

To apply, visit: <https://apptrkr.com/5306264>