

Employment Opportunity – University at Buffalo Libraries Head of Discovery Services (Staff Associate SL-4)

The University at Buffalo Libraries seek a forward-thinking and resourceful library professional to serve as a pivotal member of the management team of Discovery and Delivery. The Head of Discovery Services provides leadership for electronic resource management, acquisitions, cataloging and metadata services to ensure that online and print collections are efficiently acquired, easily accessible and readily discoverable to all library users. Working under the purview of the Associate University Librarian for Discovery and Delivery, the incumbent works closely with library faculty and staff to improve the ways in which the Libraries acquire and manage-library materials in all formats.

The Head of Discovery Services works to improve operational efficiencies and seizes on opportunities to incorporate emerging technologies into workplace operations. This individual oversees the administration of Ex Libris Aleph, the current integrated library system (ILS) in use, and helps to lead the Libraries efforts to prepare for and migrate to the next-generation library services platform (LSP) within two years. The incumbent participates in the evaluation of applications that support and enhance information discovery and retrieval in the library services platform.

The Head of Discovery Services is a pivotal contributor to assessment activities that help create and maintain a data-driven culture in all areas of the Discovery and Delivery unit. The incumbent leads efforts to find innovative ways to reduce resource costs through collaborative engagement with peer institutions within SUNY and throughout the state. Working closely with the Associate University Librarian in Discovery and Delivery and other team managers in Discovery and Delivery, this individual will plan and implement projects for new services, design new strategies for statewide partnerships, and develop new revenue streams.

The successful candidate must be able to coach and mentor staff and support innovation, collaboration, communication, engagement, and accountability within the Libraries.

Minimum Qualifications:

A Master's degree in library or information science from an ALA-accredited program (or equivalent) is required.

The incumbent must have at least two years of managerial and supervisory experience in an academic research library.

Awareness of current practice, research and trends in cataloging, e-resources and acquisitions, and information technology is required.

The Head of Discovery Services must possess superior project management skills and have the ability to coordinate the work and activities of others.

The incumbent must be an effective team leader, foster strategic innovation, inspire and empower staff, create consensus for new and innovative programs, and build trust among internal constituents.

This individual must have a strong service orientation and be able to create a working environment that is responsive to the needs of library patrons. Demonstrated ability to adapt to changing environments and address problems resourcefully and creatively is required. Excellent interpersonal, oral and written communication skills are necessary for the incumbent to be successful in this position.

Preferred Experience:

Five years of successful, progressively responsible professional experience in academic library technical services is preferred.

Proficiency with relational databases and experience with Tableau or other data visualization tools is highly desirable.

To apply:

Visit <https://www.ubjobs.buffalo.edu> and search for posting number **P1700027**. All applicants must apply via the UBJobs Web site. Please provide contact information, including email addresses, for three professional references at the end of your cover letter. Candidates invited to interview for the position will be expected to give a short presentation to faculty and staff of the University Libraries. Nominations and/or questions may be addressed to Cherie Williams, Human Resources Officer at ublibjob@buffalol.edu. Review of applicants is currently underway. The deadline for applying is **May 18, 2017**.