

Charles B. Sears Law Library at the University at Buffalo
Student Services Librarian (Faculty Position)
Senior Assistant Librarian

The Charles B. Sears Law Library at the University at Buffalo seeks a collaborative, dynamic, and service-oriented librarian to serve as our Student Services Librarian.

As the Student Services Librarian, your primary duties will include:

- Developing and coordinating programs, services, and events to enrich the law student experience, including but not limited to, legal research training sessions, individual or group research consultations, prepare to practice sessions, library-hosted social gatherings, and orientation;
- Coordinating strategic marketing of library services, resources, and spaces including managing the Law Library's social media communications, creating web content, displays, and other marketing materials;
- Cultivating strong working relationships with students, student groups, faculty, and staff;
- Assessing students' research needs, satisfaction with library services, and soliciting suggestions for improvements through surveys, focus groups, and other methods;
- Teaching JD students in the Legal Analysis, Writing & Research (LAWR) program;
- Providing in-person and remote reference service as a member of the reference team;
- Creating research guides and tutorials to further the discovery of legal information resources;
- Providing legal and interdisciplinary research support and liaison services to Law School faculty;
- Initiate and participate in other projects and initiatives according to institutional needs;
- Other duties as assigned.

This is a two-year, renewable, tenure-track faculty appointment at the rank of Senior Assistant Librarian in an academic research-oriented environment with expectations for research, publication and service. The Student Services Librarian will report to the Director of the Law Library and work with librarians, faculty, and staff across the School of Law and the University Libraries.

We invite individuals to apply whose perspectives and experiences will enrich and strengthen our organization. The library serves an increasingly diverse constituency of patrons, and our employees, services, collections, and policies strive to honor and reflect this diversity. We encourage candidates who thrive in a welcoming multicultural environment to apply.

Minimum Qualifications:

- Master's degree in Library or Information Science from an ALA-accredited institution or equivalent required at commencement of employment;
- Juris Doctor from an ABA-accredited institution or equivalent required at commencement of employment;
- Demonstrated awareness of the challenges and opportunities for justice, diversity, inclusion, equity and access in staffing, services, collections, and physical spaces within the Libraries, the University, and in higher education;
- Knowledge of and proficiency with a wide range of legal information sources and research methods;
- Experience performing legal research in an academic, government, or law firm setting;
- A strong service orientation;
- Excellent communication, interpersonal, and organizational skills;
- Demonstrated ability to think independently, consult appropriately, and solve problems;
- Evidence of the ability to meet the University at Buffalo's standards for tenure and promotion, including research, publication, and service.

Preferred Qualifications:

- Experience in an academic law library;
- Teaching experience.

Salary and Outstanding Benefits Package

Salary – competitive.

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit – all in an effort to support your work-life effectiveness. Visit our benefits website to learn about our [benefit packages](#).

To be considered for this position, applicants must apply via the [UBJobs](#) website. At the time of hire, applicants must be authorized to work in the United States on a full-time basis for a period of at least two years. In your cover letter, please highlight the most relevant qualifications you would bring to this position based on the posting, and tell us how your background, perspective, and experience will help us fulfill our mission and meet our goals. All candidates who are contacted by the search committee should be prepared to discuss how they see themselves contributing to the University's equity, diversity, and inclusion efforts. Candidates invited for final interviews will be expected to give a short presentation to faculty and staff of the University Libraries and the Law School. We are currently reviewing applications and anticipate filling this position by summer 2022. References will be contacted with advance notice.

About UB

The University at Buffalo is SUNY's most comprehensive public research university, and an outstanding place to work. UB amplifies ambition for faculty and staff by offering endless possibilities to achieve more. Here, people from all backgrounds and cultures challenge and inspire each other to discover, learn and succeed. Dedicated staff and engaged faculty collaborate to further knowledge and understanding, and develop tenacious graduates who are valued for their talents and their impact on global society. Visit our website to learn more about the [University at Buffalo](#).

About the University Libraries

As SUNY's largest academic research library, we offer an outstanding array of information resources, technologies, services, and people to support academic achievement. The Libraries play a vital role in the academic success of our students, the teaching and research of our faculty, and the intellectual pursuits of our alumni and community members. Our broad selection of digital and print resources, innovative services, and expert staff support scholarly and creative achievements in new and exciting ways.

The University at Buffalo is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to minorities, women, veterans, disabled individuals, and other protected groups in order to build a culturally diverse and pluralistic University community.