

# NASNTI Outreach and Student Engagement Librarian

**STARTING DATE:** Summer 2023

**REPORTS TO:** NASNTI Program Director

**SALARY:** \$40,000 + benefits (grant funded)

## **JOB SUMMARY:**

Nash Library seeks an innovative, forward-thinking, and collaborative Outreach and Student Engagement Librarian for a three year, grant funded position. The Outreach and Student Engagement Librarian, reporting to the Director of Nash Library, focuses on developing outreach initiatives, wellness, cultural events, and programming that promote academic success and lifelong learning for Science and Arts' students. This highly collaborative position will also work closely with student wellness and teaching initiatives across campus to re-engage students from traditionally underserved populations and those who are affected by the COVID-19 pandemic. The Outreach and Student Engagement Librarian will help lead library instruction, will serve as coordinator of library social media, and will assist in other library tasks, as needed. The successful candidate will be enthusiastic about collaborating with library staff and other university departments to identify new opportunities for library sponsored programming and be equipped to play a leadership role in developing programming in these areas.

## **ABOUT NASH LIBRARY:**

Nash Library includes:

- Traditional print and electronic resources
- The university archives and digital archives lab
- A 24/7 computer lab
- The university commuter lounge (commuters only) + student lounge (available to all students)
- A music library + podcast booth
- A makerspace
- A university museum/teaching museum
- The Education Room
- The Student Success Center
- Plus, more!

## **ESSENTIAL DUTIES and RESPONSIBILITIES**

- Liaises with different departments (e.g. Student Services, Student Success, Academic Affairs, Admissions, etc.) as an ambassador on behalf of the library to advocate for library involvement in efforts to support student success in various areas of academic life on campus.
- Collaborates with the Coordinator for Student Wellness & the Coordinator for Student Engagement to help lead efforts to re-engage students affected by the COVID-19 pandemic.
- Engagement in ongoing assessment of library offerings and makes recommendations for improvements to services based on feedback from students and other data that is collected.
- Participates in campus outreach and engagement programming and events that support student recruitment, academic preparedness, and retention.
- Assists in the development and assessment of student learning outcomes to support continuous improvement of student learning and engagement.
- Leads event planning for Nash Library and helps plan cultural events that will engage students.
- Collaborates with other librarians to develop resources and instructional aids (LibGuides, videos, etc.) for students to promote information literacy and academic success through co-curricular activities and library programming.
- Leads social media and communications efforts for Nash Library in engaging students, faculty, and staff, and members of the community in library services and programming.

- Keeps current with trends and developments in assigned areas of responsibility and the field of librarianship.
- Participates in library committees and other library projects as appropriate.
- Other duties as assigned by the NASNTI department or the library.

**REQUIREMENTS:**

- A master's degree in Library and Information Studies from an ALA accredited program.

**PREFERRED:**

- At least two (2) years' experience in education, library service, or similar
- High proficiency with technology including email, Microsoft Office, and other related communication tools, and ability and willingness to learn new tools.
- Highly motivated, creative, and imaginative problem-solver.
- Able to effectively present information and respond to questions from students, faculty, staff, patrons, and members of the community, individually and in a group setting.
- Effective time management skills in planning, scheduling, and coordinating Library programs and outreach services throughout the university community.
- Flexibility and curiosity in exploring new technologies and trends as they relate to access services.
- Prior experience working with and contributing to a diverse workplace with the ability to interact effectively with a broad range of constituents on campus.

**Employment is contingent upon a satisfactory background check.**

**TO APPLY:**

**Complete the Science & Arts application (<https://usao-gcgxy.formstack.com/forms/employment>), as well as submit a letter of interest, and copies of transcripts, to [hr@usao.edu](mailto:hr@usao.edu).** You may also mail them to the Human Resources Office, University of Science and Arts of Oklahoma, 1727 W. Alabama, Chickasha, OK 73018-5322 ATTN: HR (Human Resources) Office. Application review begins immediately and will continue until the position is filled.

**Employment is contingent upon the results of a national criminal and sex offender background check.**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The University of Science and Arts of Oklahoma is an equal opportunity, affirmative action institution. Science and Arts welcomes applications without regard to age, race, gender (including pregnancy), national origin, disability, religion, marital or parental status, protected veteran status, military service, genetic information, sexual orientation, or gender identity. Persons must have proof of legal authority to work in the United States on the first day of employment. As required by the US Department of Education, employees are required to report violations under the Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.