



**University
Library**

PORTLAND STATE UNIVERSITY

POSITION: Government Documents and Social Sciences Librarian/ Assistant Professor /
Tenure-Track
LOCATION: Portland State University Library, Portland, OR
POSTED: July 26, 2017, open until finalists identified

Located in Portland, Oregon, one of the nation's most livable cities, Portland State has an innovative approach to education that combines academic rigor in the classroom with field-based experiences through internships and classroom projects with community partners. The University's 49-acre downtown campus exhibits Portland State's commitment to sustainability with green buildings, while many of the 124 bachelor's, master's and doctoral degrees incorporate sustainability into the curriculum. PSU's motto, "Let Knowledge Serve the City," inspires the teaching and research of an accomplished faculty whose work and students span the globe.

PSU seeks talented individuals who understand our values and strategic goals and enjoy sharing ideas and collaborating in an environment of mutual respect to achieve those values and goals. We are committed to leading through engagement and seek individuals who support this strategy. Engagement describes Portland State's collaborative approach to the exchange of knowledge and resources with local, regional, national, and global partners for mutual benefit of students, faculty, and the community.

As a component of the Diversity Action Plan and the President's Strategic Mission of achieving global excellence, Portland State University strives to become an institution that is recognized nationally and internationally for the accomplishments of its faculty, the reputation of its programs, and the preparation of its students as world citizens.

Portland State University supports equal opportunity in admissions, education, employment, housing, and use of facilities by prohibiting discrimination in those areas based on age, color, disability, marital status, national origin, race, religion or creed, sex or gender, gender identity or gender expression, sexual orientation, veteran status, or any other basis in law. This policy implements state and federal laws. Inquiries about it should be directed to the Office of Equity and Compliance, 1600 SW 4th Avenue, Suite 830, Portland, OR 97201, 503-725-5919, or via email to: diversity@pdx.edu.

Position Summary

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The Government Documents and Social Sciences Librarian consults and collaborates with scholars; participates in a dynamic instructional program, including classroom and online instruction; provides reference and information services for the University's students and faculty as well as members of the community; and selects information resources to support the instructional and research needs of a diverse institution. This position has primary responsibility for representing PSU Library in the shared Oregon regional federal repository; professional engagement with other government documents librarians and the

Government Printing Office on issues of mutual concern; the development and maintenance of the FDLP and Oregon Documents collections; the creation and maintenance of research guides and web pages related to local, state, federal, and international government documents in all formats; and relevant reference and instruction. This position serves as the Library's lead on data management services, working with other campus units, and providing support to faculty, staff, students, and fellow librarians on activities such as data management planning, data documentation, preservation and sharing. This position also serves as the liaison to academic units such as International and Global Studies, Economics, etc., depending on the needs of the Library. Some evening and weekend instruction and/or reference duty is required. Portland State University faculty members contribute to faculty governance activities within the Library and the University, engage in community and professional service, and pursue an active scholarly agenda including publication, and research, and seeking grants as appropriate. This full-time, 12-month, tenure-track faculty position reports to the Research & Instruction Services Manager.

Key Cultural Competencies

- Creates an environment that acknowledges, encourages and celebrates differences.
- Functions and communicates effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities and cultural backgrounds.
- Seeks opportunities to gain experience working and collaborating in diverse, multicultural, and inclusive settings with a willingness to change for continual improvement.
- Adheres to all PSU's policies including the policies on Prohibited Discrimination & Harassment and the Professional Standards of Conduct.

Responsibilities

- Maintains government document depository arrangements as mandated by state and federal laws and regulations.
- Contributes to regional and national cooperative efforts in the promotion and use of government information.
- Supports the instructional and research needs of assigned units. Collaborates with these units in assessing information needs and the availability of information resources; cultivates bridges for service and teaching; works with teaching faculty to develop discipline-appropriate instruction; and provides research consultations for faculty and students.
- Works with faculty, students, academic units, research centers, relevant campus units and library teams on managing, describing, preserving, and making accessible research data.
- Works collaboratively with subject librarians to develop liaison activities relating to data management and government information.
- Participates in the Library's information literacy and general instruction program, face-to-face and online. Shares in the development and delivery of course-related instruction in the general education program.
- Provides reference and information services for the University's students and faculty as well as members of the community at the reference desk and through various information and communications technologies. May include some evening and weekend hours.
- Develops physical and online learning objects and research guides.
- Participates in continual library planning and assessment activities, including the collection of relevant data on inputs, outputs, and outcomes.

- Maintains awareness of scholarly communication and copyright issues in general and within assigned disciplines and contributes to advocacy efforts. Keeps colleagues informed of current issues and developments in liaison areas.
- Occasionally directs the work of part-time student employees or interns.

Research/Scholarly Activities

- Pursues an active publication and research agenda.
- Meets expectations for faculty scholarship in accordance with the Library and University's promotion, tenure, and post-tenure review guidelines.

University Service Activities

- Supports the mission, goals, and objectives of the Library and the University.
- Establishes short and long-range goals, objectives, and priorities; aligned with those of the Library and the University.
- Contributes to the work of relevant Library and University committees and workgroups.
- Supports Library and University development efforts.

Professional Service Activities

- Contributes to the work of professional associations: local, regional, national, or international.
- Maintains current professional expertise through participation in workshops, classes, professional associations and networks, and through continued awareness of the scholarly literature.

Other Responsibilities

- Engages in community endeavors that may benefit from one's professional expertise, and be a good ambassador for the University.
- Contributes to a positive and collaborative environment based on mutual respect, service, open communication, and cooperation.
- Maintains effective and productive communications with colleagues, administrators, and community users and organizations.
- Other duties as assigned.

Required Qualifications

- ALA-accredited MLS or equivalent.
- Two years of full-time, post-MLS experience as a librarian.
- Experience in at least two of these areas: serving as a liaison to academic departments; teaching or training; delivering reference services; and collection development.
- Professional experience working with government information resources.
- Ability to successfully complete a background check and provide transcripts.

Preferred Qualifications

- Academic or research library experience.
- Experience with information literacy concepts.
- Degree in social sciences or prior experience as a liaison working with social science departments.

- Understanding of data management practices and outreach responsibilities associated with data management.
- Evidence of professional service and scholarship.
- Demonstrated commitment to practices facilitating diversity and inclusion.
- Effective communications and collaboration skills.
- Flexibility and the ability to work positively in a fast-paced, changing environment while collaborating with diverse colleagues, faculty, students, and the community.

Compensation

The salary is \$70,236 with an excellent benefits package.

To Apply

To apply, please create an account and apply through the Portland State University career portal:

<https://jobs.hrc.pdx.edu/postings/24017>

Review of applicants will begin approximately August 25, 2017, and will remain open until finalists are identified.

For those requiring a reasonable accommodation to apply: In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with Portland State University, please call 503-725-4926 or email askhrc@pdx.edu

Please email search coordinator Stephanie Doig with any questions regarding this job posting.

Portland State University is an Affirmative Action, Equal Opportunity institution and welcomes applications from diverse candidates and candidates who support diversity.