

Director for Assessment and Library Access Services

Faculty Rank: Lecturer – Salary will be based upon the successful candidate's qualifications and experience

Type of Appointment: Year to Year – Non Tenure Track

Position Type: Administrative/Professional Faculty.

Annual Appointment Designation: 12-month (CY) appointment, Full-Time

Duties:

The University Libraries at Virginia Tech (www.vt.edu) seeks a Director for Library Assessment and Access Services. Manages three library access units (staff of 22) which provide direct services to library users: circulation (includes copy service and remote storage), interlibrary loan, and shelving. Develops and implements assessment studies appropriate for continuous process improvement in these units. Provides leadership for overall assessment projects for the Library. Consults and collaborates with other library unit directors, the library dean, and other university departments to develop, implement, and analyze studies relevant to determining customer satisfaction, learning, use and usability of library products, collection assessment, and the initiation of process improvements. Responds to selected survey and statistical requests received by the Library.

Core responsibilities:

Reports to the Dean of University Libraries.

- Manages the operations of four services units: Circulation/Reserve, Interlibrary loan, Stack Maintenance, Photocopy Auxiliary;
- Conducts operational management analyses to provide library units and the dean's office with data in support of organizational decisions;
- Uses appropriate data to analyze unit operations and to support recommendations and decisions;
- Cultivates and maintains strong working relationships with other library directors, library faculty, and university community;
- Serves as an active member of appropriate departmental, library, university, and professional committees;
- Is aware of and is an effective participant in statewide and national programs relevant to areas of responsibility;
- Demonstrates initiative and flexibility in order to respond effectively to changing needs and priorities;
- Demonstrates the ability to make decisions independently within the framework of departmental and library policies and goals.