Position Description
March 1, 2016

Digital Resources & Services Librarian
The University of Tennessee College of Law, Joel A. Katz Law Library

Under the supervision of the Head of Technical Services, the Digital Resources & Services Librarian provides leadership and vision for library technology initiatives and emerging applications to support access to legal information, as well as the teaching and learning of law. This is a full-time Law Library Faculty, tenure-track position with teaching and publication responsibilities.

Responsibilities

• Lead the Law Library’s efforts to improve and expand services designed to enhance and promote the digital scholarly communications and global impact of the College’s faculty.

• Maintain and manage access to the Law Library’s digital resources, including the electronic resources management (ERM) module, and serve as systems administrator for the Library’s Integrated Library System (ILS).

• Collaborate with the Collection Management Team in the selection and promotion of digital resources.

• Collect and interpret user and system statistics for collection management, preparing reports to assist in both collection and budget analysis.

• Continue developing and maintaining the Law Library’s website and OPAC.

• Assist in developing clear policies, procedures, and instructional material for digital resources.

• Engage in supporting the research of an active law faculty with scholarly legal information needs through the Law Library’s faculty liaison service.

• Participate in planning and formal teaching of legal research, law office/practice technology, or another legal information- related, skills-based course.

• Contribute to the advancement of Law or Law Library practice through scholarship and professional activities at local, regional, and national levels.
The Digital Resources & Services Librarian is a member of the Law Library faculty. As a collaborative group, this team shares governance of the Law Library with the Associate Dean for Library & Technology Services and assists with the development and implementation of library strategies, policies, and procedures for delivering services, providing legal information resources, and maintaining a welcoming environment in support of the mission and goals of the library and the College.

**Required Qualifications**

- Candidate must possess a Juris Doctorate degree from an ABA-accredited law school, or foreign equivalent;
- Candidate must possess a Master’s degree in Information or Library Science from an ALA-accredited institution or foreign equivalent;
- An aptitude for and interest in planning, conducting projects, and working in a collaborative environment;
- Demonstrated exceptional written and oral communication skills;
- A strong commitment to excellence in scholarship and service;
- A strong work ethic.

**Preferred Qualifications**

- A degree in a related technology field;
- An understanding of trends in legal research methodologies and legal information management;
- A broad knowledge of cataloging standards;
- Potential or demonstrated success in teaching;
- Librarian experience supporting law faculty actively engaged in scholarly research;
- An ability to adapt to evolving work environments;
- Excellent organizational and time-management skills.

**Compensation:** Salary is competitive and commensurate with experience, including a comprehensive benefits package.

**Application:** Email a resume, cover letter, and the names of at least three references to Michelle Cosby, Search Committee Chair, mcosby2@utk.edu. Review of applications will begin on Friday April 8, 2016 and will continue until the position is filled.

**EEO/AA Statement /Non-Discrimination Statement**

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status. Eligibility and other terms and conditions of employment benefits at The University of Tennessee are
governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations. In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University. Inquiries and charges of violation of Title VI (race, color, and national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone (865) 974-2498. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.