**Location:** Darden School of Business  
**Job Title:** Business Reference Librarian, Darden School of Business

**Responsibilities:** The University of Virginia Darden School of Business seeks a highly motivated librarian to join its staff. The Business Reference Librarian will support the teaching, learning, and research missions of the Darden Business School by providing a full range of library services and research assistance for Darden community members. The business reference librarian will develop liaison relationships with students and faculty that are associated with particular subjects and researchers associated with the Darden Centers of Excellence. The librarian will participate in the design, development and maintenance of the library webpages that feature business information resources and services. The position will develop online information feeds, research guides, and online tutorials. The librarian will interact with faculty, students to determine business information needs and work to develop resources and services that are responsive to research, and learning activities of the Darden School. This position will provide reference assistance at the library main desk, offer online consultations, and conduct subject specific research strategy meetings and offer extended reference support for research projects, specialized classes or Darden programs. This position is located in-person in Charlottesville, VA.

**Requirements:**  
Master's degree in Library Science from ALA Accredited program or relevant graduate degree required. Bachelor’s degree plus 4 years relevant experience will be considered in lieu of Master's degree. At least 3 years of experience, with business resources in an academic library strongly preferred. Experience providing research support in an academic or special library setting preferred. A working knowledge of business resources, with emphasis on electronic databases essential. Basic knowledge of Bloomberg, Cap IQ, FACTSET, WRDS, & Refinitiv products preferred. Prior coursework in business, research methods or statistics preferred. Experience creating and maintaining library documentation/web pages related to business or information resources and services preferred. Experience planning, developing and delivering courses, workshops and orientations for business of economics students and faculty both face to face and online preferred. Experience with one-on-one consultation services to faculty and students in undergraduate or graduate level research projects related to statistics, business, management or economic programs preferred. Experience developing customized course-integrated research, database and resource instruction in the business or economics disciplines preferred. Excellent communication and presentation skills with an ability to present information clearly and effectively to groups of faculty and students.

**Salary Range:** competitive with experience


**Closing Date:** 3/15/2024