

Location: University of Maryland Baltimore - Health Sciences & Human Services Library

Job Title: Head, Resource Development

Responsibilities: The Health Sciences and Human Services Library (HSHSL) at University of Maryland, Baltimore (UMB) seeks an innovative, forward-thinking faculty librarian to head the Resource Development department. They provide vision and leadership for the ongoing development and management of the UMB Digital Archive and the UMB Data Catalog. As a key member of the Resource Development and Access Division's management team, this faculty librarian collaborates with faculty and staff within the HSHSL, with stakeholders throughout the University as well as local, regional and national entities. They participate in divisional projects, decision-making, and strategic planning, serve on library-wide committees/task forces, and are expected to be active in the library profession, networking with colleagues at regional and national levels. They demonstrate the ability to build a record of progressive scholarly and professional achievement.

Responsibilities Sets vision and strategies for short and long-term development; Implements and oversees all aspects of development and maintenance; Oversees content organization, presentation, digitization, and accessibility; Works with vendors to troubleshoot issues and incorporate new functionalities; Actively solicits content from various organizations on campus; Collects and evaluates datasets for cataloging from researchers and public repositories; Ensures copyright laws and open access policies are followed; Works with Metadata Management Department in metadata design and creation; Evaluates usage through data analysis and surveys Prepares and presents clear, concise statistical and narrative reports; Promotes services to the UMB community

Requirements: MLS/MLIS from an ALA-accredited institution; Minimum three years of post-MLS/MLIS professional library experience; Strong visionary leadership in the areas of responsibility; Demonstrate a mindset to seek continuous innovation as well as hands-on implementation skills; Strong project management skills; Strong analytical and problem-solving skills; Experience with metadata design and creation; Ability to mentor and motivate others; Ability to work independently and as part of a team; Excellent customer service skills; Excellent interpersonal and communication skills;
Preferred: Minimum of two years supervisory experience; Experience in all aspects of the development and management of a digital repository; Experience in migrating digital repositories.

Salary Range: \$65,000 minimum, commensurate with experience.

Application Process: Review of applications begins immediately and continues until the position is filled. A complete application package must include A resume or curriculum vitae; Three references with the names, professional titles, relationships to applicant, and contact information, including email; A cover letter that describes applicant's interest in the position. The cover letter should also include a maximum 100-word statement describing their experience and commitment to equity, diversity, and inclusion and how they would further the Library and UMB's diversity values; applicants who have not yet had the opportunity for such experience should note how their work will further the Library and UMB's commitment to diversity. [Employment - HSHSL \(umaryland.edu\)](https://umaryland.edu)
On a separate page, a signed/dated affidavit stating, "I verify that my CV is current and accurate" - this does not need to be notarized.

Special Requests: Closing Date: N/A