**Location:** Stevenson University  
**Job Title:** Director, Library Services  

**Responsibilities:** Reporting directly to the Provost, the Director of Library Services ensures the provision of library services and resources to the Stevenson community in support of student learning, academic programs, and faculty teaching and research. The Director is responsible for all Library personnel, programs, fiscal resources, and initiatives, including developing, implementing, and evaluating Library policies and procedures, and managing, assessing, and reporting on Library operations and initiatives. As a member of the Provost's leadership team, the Director provides well-informed, engaged, and collaborative leadership at the library and university levels. The Director develops and maintains positive professional relationships with students, faculty, staff, and the Stevenson community. The Director provides strong leadership consistent with the academic goals and mission of the institution and works to foster a student-centered and excellent customer-service-oriented approach to operations. This position is campus-based, and housed in the University's new Zaffere Library opening in January 2024.

- Coordinate, supervise, manage, and lead all aspects of library services, resources, and operations for the university in support of student learning, academic programs, and faculty teaching and research.
- Manage the Library budget, oversee staff procurement card expenditures, and approve orders of physical and electronic materials and equipment for the Library in support of the academic curriculum.
- Assess current library services and, in the context of broader academic library trends, identify opportunities for improvement and recommend steps to move the Library forward.
- Complete annual assessment reports for initiatives as assigned.
- Complete a year-end annual report for the Library.
- Work collaboratively with library staff to plan and implement outreach to the university community promoting the library's resources and services.
- Serve on Stevenson University's Academic Integrity Board.
- Maintain memberships and affiliations as necessary to support job duties. Membership in the American Library Association (ALA) and the Association of College and Research Libraries (ACRL) (including the Maryland chapter) are required.
- Explore grant opportunities for funding learning-centered opportunities aligned with the University's strategic plan.

**Requirements:** Master's Degree in Library Science or Library and Information Science from a graduate program accredited by the American Library Association plus five years of experience in an academic library setting including at least two years of supervisory experience as a library director or equivalent combination of education and experience. Experience in academic libraries preferred.

- Demonstrated knowledge of all aspects of contemporary library operations including library practices, trends, learning spaces, and emerging technologies.
- Broad knowledge of library automation systems, online resources, and instructional technologies.
- Ability to work evenings and weekends as needed.
- Ability to travel between campuses.

**Salary Range:** DOE

**Application Process:** To be considered for this position please visit our web site and apply on line at the following link: [https://apptrkr.com/4817977](https://apptrkr.com/4817977)

**Closing Date:** Open until filled