

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

Job Title: Head of the Network of the National Library of Medicine Web Services Office

Requisition ID: 2100000E

Responsibilities: Under a five-year cooperative agreement (2021 - 2026) with the National Library of Medicine, the HSHSL serves as the headquarters for the NNLM Web Services Office (NWSO). NWSO is responsible for developing and maintaining reliable Web services for NNLM in compliance with the US Department of Health & Human Services information policies. The Head of NWSO is responsible for leadership and development of NNLM technology projects and infrastructure. Reporting to the Executive Director of NWSO, who is the Associate Director for Computing and Technology Service of the HSHSL, the Head of NWSO provides oversight and leadership of the NWSO staff, including a web developer and a systems administrator. This is a grant-funded, non-permanent status faculty appointment renewable on an annual basis. This position will be at a rank of Librarian II or III. The incumbent will be eligible for promotion and is expected to participate fully as a member of the library's faculty.

Responsibilities: Plan and develop the knowledge infrastructure, tools, and digital resources supporting NWSO and the NNLM; Maintain an open dialog with stakeholders - including NNLM, RMLs, Offices, and Centers - regarding the development of infrastructure and services; Provide day-to-day operational support and track progress for NWSO's ongoing projects; Supervise NWSO staff including a Web Developer and a Systems Administrator, setting goals consistent with HSHSL and NNLM goals and initiatives; Balance technology needs of the NNLM with available budgets; Professional participation through presentations or publications regarding innovative library applications for practice or programs in health sciences libraries; Conduct periodic training and feedback sessions for stakeholders for NWSO provided resources and tools; Respond to incoming support requests concerning NNLM technologies and troubleshoot issues; Identify software to be used by RML, Office, and Center staff and assist them with selection and implementation of appropriate emerging technologies; Coordinate archiving of NNLM data and systems architecture; Oversee NNLM Web Advisory Team; In collaboration with the NWSO Executive Director, provide strategic direction for NWSO initiatives.

Requirements: Master of Library Science from an ALA-accredited program or equivalent advanced degree; Minimum of 3 years of progressively responsible health science library experience; Experience developing and executing a strategic plan; Strong service orientation and ability to work effectively with colleagues, health professionals, and consumers in a diverse, multi-cultural community; Demonstrated project management experience; Good communication (public speaking and writing) and interpersonal skills; Knowledge of the NNLM and of NLM products and services; Familiarity and experience working with systems and applications advancing NNLM services.

Preferred: Previous experience with NNLM. Ability to develop, articulate, and advocate a vision for applications and knowledge-based systems and the resources needed to support them in a team setting. Experience managing and developing staff. Demonstrated teaching and training experience. Knowledge of technology applications and trends in health sciences libraries. Familiarity with national or regional health care and information policy. Comfort with change and experience in change management. Experience with Moodle LMS

Salary Range: Minimum Salary: \$80,000, commensurate with experience

Application Process: Applicants are required to apply through the UMB job portal to be considered for

the position [Head of the Network of the National Library of Medicine Web Services Office \(210000OE\)](#) ([taleo.net](#)) After candidate selections, interviews will take place with the respective department's leadership team and faculty.

Special Requests:

Closing Date: 09/30/2021