Working Title: Associate Academic Librarian
Hays Hill Title/Level: Academic Librarian, Associate level, non-renewable 12 Appointment, 1.0 FTE
Position Reports to: Library Director

Position Summary:
The Associate Academic Librarian will provide library reference and information assistance to students, faculty, staff and community members. This position will also be responsible for conducting information literacy instruction sessions and creating LibGuides and tutorials. The Associate Academic Librarian will provide library outreach and marketing to the campus community, assist with collection analysis and weeding projects, provide backup for the Public Services desk, and perform other library duties as assigned. As professionals, librarians are expected to actively engage with peers in the library, campus, and the UW System.

Duties and Responsibilities:
- Provide in-person and virtual reference services.
- Teach instruction sessions across the curriculum that incorporate information literacy skills according to current and emerging standards.
- Design, create, and update LibGuides and tutorials.
- Provide library outreach and marketing services.
- Assist with collection analysis and weeding.
- Provide backup for the Public Services desk as needed.
- Participate in library committees as assigned.
- Other duties as assigned.

Knowledge, Skills, and Abilities:
- Experience offering library reference and research assistance.
- Familiarity with library resources, including online catalogs and databases.
- Aptitude for learning and applying new software and technologies; familiarity with Microsoft Office Suite.
- Experience with social media platforms.
- Understanding of and commitment to information literacy instruction and assessment methods.
- Excellent oral and written communication skills.
- Excellent interpersonal skills, a positive attitude, and enthusiasm for learning.
- Ability to communicate and work with diverse cultures and learning styles.
- Ability to work independently and as a member of a team.

Required Qualifications Include:
- ALA accredited master’s degree (degree granted by appointment date).

Desirable Qualifications Include:
- Experience working in an academic library.
- Experience in providing reference services.
- Experience in providing library instruction.
- Experience developing online instruction materials.
- Experience with course management systems.
- Experience working with diverse cultures and learning styles.