UNIVERSITY OF WISCONSIN - SUPERIOR
POSITION DESCRIPTION

Working Title: Director of Library and Digital Strategies
Hayes Hill Title: Director, Library (M)
Reports to: Provost/Vice Chancellor of Academic Affairs
Appointment: Annual (12 month) Limited Appointment, 100%

Position Summary:

The Director of Library and Digital Strategies must provide highly collaborative leadership to the Jim Dan Hill Library (JDHL) and the University’s overall digital strategies as a key member of the academic affairs administration as it evolves to provide a flexible and dynamic teaching and learning environment focused on user-centered functions. The JDHL aims to function as a physical and digital learning commons for the UW-Superior community. The position will develop, manage, and assess services designed to support the University’s community of users that includes students, faculty, staff, and the local community. This position must understand the broad landscape of trends in libraries and digital learning, information technology, and resources development. This position reports directly to the Provost and is a member of the Provost’s Leadership Team.

Duties and Responsibilities:

- Ensure that the Library focuses on providing high-quality, robust systems that facilitate search, discovery, preservation, and the delivery of library services and resources to the entire UW-Superior campus and community.
- Work closely with and encourage collaboration with all other departments and offices, including those who share space in the Library.
- Provide leadership in the development and continued improvement of library services and digital strategies.
- Supervise a collaborative team of individuals that contributes to all areas of the library.
- Provide leadership and vision for the enhancement, extension, and integration of the Library’s technology and tools in support of faculty and student teaching, learning, research, and scholarship.
- Collaborate with faculty and staff across the university to ensure a flexible and sustainable technology infrastructure enabling library services, content management, repositories, and resources which support innovation in the curriculum.
- Develop and implement all library service, collection, technical and administrative operations, including library budgets, policies, and procedures.
- Take responsibility for long-term planning of library operations and services, based on assessment, needs, and resources.
- Undertake other duties as assigned.
Knowledge, Skills and Abilities:

- Strong leadership skills and ability to hiring, training, leading, motivating, assessing, and supervising professions within a team environment.
- Strong administrative skills including planning, budgeting, managing resources, and presenting.
- Strong analytical and critical thinking, project management, problem recognition and resolution skills, including the ability to utilize departmental data and analytics for effective planning.
- Knowledge of all aspects of library and digital learning operations including current and emerging trends in digital libraries and digital preservation, evaluation strategies and emerging technologies, as well as matters in librarianship and higher education.
- Knowledge of the trends related to the ongoing development of digital systems and technologies that enhance the teaching and learning experience.
- Commitment to student access, success, and academic excellence.
- Commitment to embracing and enhancing equity, diversity, and inclusion.
- Excellent oral, written, and interpersonal communication skills.
- Ability to travel and work evenings and weekends as necessary.

Required Qualifications:

- Master’s degree in Library and Information Science from an ALA accredited institution or in related emerging fields such as Digital Literacy or in a field such as History or Digital Humanities, with strong interest and experience in digital collections and digital archives/collections.
- Five or more years of professional experience relevant to the position.
- Five or more years of demonstrated supervisory and leadership experience.

Preferred Qualifications:

- Ph.D. degree in Library and Information Science from an ALA accredited institution or in related and emerging fields such as Digital Literacy or in a field such as Digital Humanities.
- Experience providing and managing library or related services with evidence of progressively increasing scope of responsibility.
- Teaching experience.
• Evidence of successful record of leadership and ability to foster an organization-wide perspective that ensures effective stewardship of available resources.
• Demonstrated track record of successful project management and implementation of change.

UW-Superior is an AA/EEO/Veterans/Disability employer dedicated to enhancing equity, diversity and inclusivity.