Head of Learning, Research, and Clinical Information Services (LRCIS)

The University of Miami (UM) Libraries seeks nominations and applications for a creative, innovative professional to serve as the Head of the Department of Learning, Research, and Clinical Information Services (LRCIS) on UM’s Medical Campus. Under the direction of the Associate Dean for Health Science Services / Executive Director of the Medical Library, the Head of LRCIS leads a team of librarians whose expertise and knowledge base support educational, clinical, research, and administrative activities at the University of Miami Miller School of Medicine (UMMSoM). Specifically, this includes leadership and managerial responsibility for the development and teaching of classes, expert searching of the biomedical literature, reference services, unit liaisons, creation and maintenance of resource guides and other web content, and clinical, data, and research services in support of UMMSoM students, faculty, staff and residents, and primary teaching hospital personnel. Selected services in support of unaffiliated health care professionals, librarians, and the public are also provided.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Performance

- Provides leadership and direction in a team-based environment;
- In consultation with LRCIS faculty and library administration, sets and defines departmental goals and objectives;
- Contributes to library planning as an active member of the Library's administrative team;
- Fosters the development of innovative approaches to services;
- Assesses the effectiveness of learning, research, and clinical information services;
- Mentors, supervises, and manages LRCIS faculty;
- Organizes, interprets, and maintains departmental statistics;
- Participates in trials and evaluation of prospective resources;
- Identifies training and continuing education needs of LRCIS faculty;
- Promotes library services on campus and to the community-at-large;
- Oversees department’s social media activities;
- Other duties may be assigned.

Service

- Networks, collaborates and actively participates in local, regional, national, or international organizations, especially those pertaining to health sciences librarianship and leadership.
- Represents and promotes the University of Miami Libraries in local, state-wide, regional, national, or international organizations, as appropriate.
- Serves on/participates in Libraries and University organizations, committees, task forces, and teams as appropriate.
- Participates in Medical Campus service projects in the South Florida community, as appropriate.
QUALIFICATIONS

Required:

- Master’s degree from an ALA accredited program or foreign equivalent.
- Minimum 5 years of experience in reference services department at an academic medical institution or 5 years combined experience in health sciences reference position at an academic medical institution and a hospital.
- Demonstrated experience in the use of health sciences information resources, including specialized clinical and biomedical research tools.
- Knowledge of trends in scholarship, pedagogy, research services and reference services.
- Demonstrated experience and leadership in the creation and evaluation of new services.
- Effective administrative and supervisory experience that contributes to a positive work environment.
- Strong leadership skills including the ability to facilitate team-building and collaboration within the department and library, and with colleagues and peers across the medical campus and university.
- Demonstrated effective oral, written, and interpersonal communication skills.
- Demonstrated commitment to user-centered library service and the ability to work flexibly and creatively in a changing and fast-paced environment with a culturally diverse population.
- Demonstrated project management, organizational, analytical, and problem solving skills including the ability to manage multiple projects simultaneously and meet deadlines.
- Demonstrated teaching experience.
- Evidence of continued professional development, involvement, and contribution.

Desired:

- Documented collaboration with clinical or basic science researchers.
- Off-campus community outreach experience.
- Grant-writing experience.
- Bilingual (English/Spanish).

UNIVERSITY: The University of Miami is one of the nation’s leading research universities in a community of extraordinary diversity and international vitality. The University is a privately supported, non-sectarian institution, located in Coral Gables, Florida, on a 260-acre subtropical campus. The University comprises 11 degree granting schools and colleges, including Architecture, Arts and Sciences, Business Administration, Communication, Education, Engineering, Law, Medicine, Music, Nursing, and Marine and Atmospheric Science (www.miami.edu).
THE LIBRARIES: The University of Miami Libraries (www.library.miami.edu) rank among the top research libraries in North America with a collection of over 3.6 million volumes and 95,631 current serials titles, including 93,682 electronic journals. The Otto G. Richter Library lies in the center of the Coral Gables campus and serves as the central library for the University.

The Louis Calder Memorial Library is located on the UM medical campus near downtown Miami, approximately 8 miles from Coral Gables. Its staff of 24 primarily serves the Miller School of Medicine’s educational and biomedical research programs, and UM’s clinical enterprise, UHealth. Library services are also provided to the Medical School’s primary teaching hospital, which shares a campus with the Miller School. The Miller School of Medicine’s regional campus is located in Boca Raton, Florida.

Other University of Miami libraries include the Paul Buisson Architecture Library, the Judi Prokop Newman Business Information Resource Center, the Marta & Austin Weeks Music Library, and the Rosenstiel School of Marine and Atmospheric Science Library. The University has an independent law library. The Libraries provide support and services for approximately 11,273 undergraduates, 5,501 graduate students, and 13,576 full and part time faculty and staff. Excluding the independent libraries, the University Libraries employ 68 professional and 80 support staff and are a member of ARL, ASERL, CLIR, CRL, NERL, OCLC Research Library Partners, HathiTrust, APTrust, DPN, SEFLIN and Lyrasis.

SALARY AND BENEFITS: Compensation will be competitive and commensurate with experience and qualifications. This is a non-tenure track faculty appointment at the Librarian Assistant or Associate Professor rank. The position offers a comprehensive benefits package including: TIAA-CREF; medical and dental insurance; life, disability, and long-term care insurance available; tuition remission; 8 paid holidays; 6 float days, and 22 days annual vacation. Additional employment benefits available include credit union; Employee Assistance Program; bookstore, and sporting event discounts; optional fee-based membership in a state-of-the-art wellness center, and no state or local income taxes. More information on benefits can be found at: https://umshare.miami.edu/web/wda/benefits/2015/Summaries/Faculty.pdf

APPLICATIONS AND NOMINATIONS: Review of applications will begin immediately and continue until the position is filled. Applications should be submitted here and must include a letter of interest, curriculum vitae, and the name of three references. Applications will be accepted until a suitable candidate is selected.

The University of Miami is an Equal Opportunity Affirmative Action Employer. The University has a strong commitment to diversity and encourages applications from candidates of diverse cultural backgrounds.