



ANNOUNCEMENT OF STAFF VACANCY

Acquisitions and Appraisal Librarian

Acquisitions and Appraisal (A&A)
[Librarian I or II]

The MIT Libraries seek an enterprising librarian who is eager to broaden the definition of acquisitions beyond the traditional. Reporting to the Head of our new Acquisitions & Appraisal (A&A) department, you will join the A&A leadership team to build a department committed to innovation and experimentation in the field of library and archives acquisitions and appraisal. Together we will advance a broad approach to this work, as we redefine acquisitions work in academic libraries and help shape the future of scholarly communications.

A&A provides services in support of general collections, including (where appropriate based on format) ordering, licensing support, access, receipt, renewal, payment, physical processing, preservation, quality control, and areas of lifecycle support. Over time, we will actively augment these core acquisitions support services by expanding our work in line with the wider library strategic pivot toward “inside-out collections,” such as Open Access collections, data acquisitions, digital scholarship and born-digital archives. We undertake these activities in support of the Libraries’ mission to advance knowledge by providing a foundation for the generation, dissemination, use, and preservation of scholarly information, so that it can be brought to bear on the world’s great challenges, and in the cause of social justice.

As Acquisitions & Appraisal Librarian, you will be responsible for running and participating in the day to day operations of acquiring monographs and serials in all formats, including materials acquired via firm order, approval, standing order, and subscription. Your staff will include 3.5 FTE (5 people), and you will supervise, train, and support them in their work. You would develop and champion collaborative working relationships with staff throughout the Libraries, including Collections Strategists, the Institute Archives and Special Collections, Scholarly Communication, the Financial Administrator, and others involved in collections activities. You would manage activities involving vendors and publishers, including selection, assessment, monitoring service and fees, evaluation of performance, and communication. Your work will involve contributing to overall reporting and analysis of the collections budget.

Required qualifications include an MLS/MLIS or bachelor's degree with 2 years of experience, and some combination of:

- Ability to lead, manage, train, and inspire staff.
- Positive service attitude and strong social skills, with demonstrated ability to interact effectively with a variety of people, handle relationships and conflicts, and to work well with diverse groups of people.
- Demonstrated organizational, analytical, and problem-solving skills.
- Excellent written and oral communication skills.
- Demonstrated ability to be flexible, embrace ambiguity, adapt to change and successfully work independently and collaboratively in a fast-paced, dynamic environment.

- Ability to identify problems, think creatively, and carry out solutions independently or as part of a group or team, particularly when several priorities arise at the same time.
- Solid experience with standard computing software and Integrated Library Systems (ILS), and the facility to learn and master new software, systems, and technology, and to generate reports and work with data.
- Enthusiasm for embracing the empathy, courage, self-reflection, and respect essential in a multicultural, diverse and inclusive workplace, and ability to embrace those values in collections and public service work.
- Ability to understand and evaluate new and emerging technologies, particularly those that could facilitate operational workflows.
- Dedication to the value of innovation and experimentation and a desire to advance these values through this position.

Preferred Qualifications:

- Experience in one or more aspect of acquiring monographs and/or serials in various formats (e.g., electronic, print, etc.) via various methods (e.g., firm order, approval, standing order, subscription, etc.)
- Experience using Ex Libris' ALEPH ILS, particularly the Acquisitions and Serials module.
- Experience using GOBI Library Solutions' GOBI system.
- Demonstrated experience with project planning and evidence of being able to bring complex projects through to completion.
- Knowledge of emerging areas and trends in Open Access, Open Data, scholarly communications, publishing, and digital scholarship.

Salary and Benefits: \$56,500 is minimum salary. Actual salary will depend on qualifications and experience. MIT offers excellent benefits including a choice of health and retirement plans, a dental plan, tuition assistance, and fully subsidized MBTA passes for local bus and subway service. Flexible work arrangements, including flex-time and telecommuting, are considered for positions that meet established criteria. The MIT Libraries is a collegial and supportive working environment and fosters professional growth of staff with management training and travel funding for professional meetings.

Application Process: Apply online at: <http://careers.mit.edu/>. Applications must include cover letter and resume. Priority will be given to applications received by August 27, 2018; position open until filled. MIT is strongly and actively committed to diversity within its community and particularly welcomes applications from qualified women and minority candidates. Professionals who enthusiastically embrace the empathy, courage, self-reflection and respect of a multi-cultural, diverse and inclusive workplace, and who strive to incorporate those values in their work and interactions are encouraged to apply.

The MIT Libraries are dedicated to advancing research, teaching, and learning at MIT and beyond. In addition to supporting every part of the Institute with distinctive collections, world-class service and expertise, and welcoming spaces, the Libraries seek to define the global research library of the future. We aim to play a leading role in advancing knowledge to solve global challenges by enhancing the discovery, use, collection, creation, management, dissemination, and preservation of information across disciplines. Library staff at all levels contribute to this mission and to a culture that values openness, inclusion, innovation, and community.