Clinical Informationist and Coordinator of User Outreach

Department: Woodruff Health Sciences Center Library
Salary: Commensurate with qualifications and experience
Position Availability: Full-Time status, Immediately

Position Summary

Reporting to the Head of Clinical Informationist Services at Woodruff Health Sciences Center Library, the Clinical Informationist and Coordinator of User Outreach delivers research and instructional services to customers in health sciences. As part of the Clinical Informationist (CI) team, the informationist provides educational and research services to clinical faculty, graduate medical trainees, and Emory Healthcare providers and staff. The informationist assesses and recommends resources for the WHSC Library’s collection and provides reference and research assistance through the WHSC Library’s on-demand electronic reference service, including mediated database searching and information management assistance. The informationist also leads WHSC Library staff in efforts to communicate the library’s value to faculty, students, staff, and administration and to become a more integral part of Emory’s life and health sciences community.

Essential Responsibilities & Duties

- Collaborate with the CI team members to develop and deliver information products and services to facilitate on-demand use of information in clinical and educational activities, such as resident report and journal club
- Consult and collaborate with clinical faculty, medical trainees, and hospital staff in support of clinical education activities and research and quality improvement projects
- Assess needs of the clinical user community to identify and develop new services and/or new groups for outreach
- Contribute to assessment of WHSC Library services and products supporting clinical education and patient care
- Respond to requests for mediated searches and reference requests using a variety of biomedical and other relevant subject databases and specialized resources
- Coordinate library staff efforts to reach out to and engage with Emory’s life and health sciences faculty, staff, and students
- Lead efforts to promote library services and resources to the library’s primary constituency
- Coordinate and contribute to the creation of outreach content with a variety of communication tools and services in support of the library's mission
- Coordinate and contribute to the development and maintenance of web content
• Work collaboratively across campus with LITS colleagues and other appropriate departments to communicate information about the WHSC Library
• Develop and provide WHSC faculty and students with specialized instruction on library resources through classes, group training sessions, and library instruction aids, such as web-based eLearning modules and guides
• Review and select materials in accordance with library’s Collection Development Policy
• Maintain awareness of the curricular needs, teaching approaches, and research interests of the faculty in assigned departments and make recommendations to support those activities
• Participate in collection evaluation projects
• Cultivate subject and interdisciplinary knowledge for providing effective consultations and reference assistance
• Represent the library on library or university committees and task forces related to primary job assignment OR at the request of the supervisor or library administration
• Participate in appropriate professional and scholarly associations and organizations

Professional Responsibilities
1. Participates in appropriate professional and scholarly associations and organizations including maintaining membership and/or accreditation; attending meetings, conferences, workshops; and serving in appointed or elected positions.
2. Maintains up-to-date professional knowledge and skills in areas related to primary job assignment as well as maintains general knowledge of current trends in higher education, academic libraries, and information and educational technology.
3. Provides reference assistance to Emory students and faculty, visiting scholars, and the public as needed and assigned.
4. Adheres to guidelines outlined in the Handbook Governing the Librarian series for Faculty-Equivalent Librarians to ensure appointment, appointment renewal and promotion-in-rank
5. Participates in library and campus committees as appropriate for service purposes.

Required Qualifications
• ALA-accredited master’s degree in Library and Information Science OR equivalent education and experience (subject expertise combined with appropriate biomedical experience and/or library experience).
• Demonstrated experience providing library services to graduate medical education programs, such as developing and delivering instruction or participating in rounding or resident reports
• Demonstrated experience collaborating with clinicians and/or faculty to support clinical and/or research activities
• Demonstrated experience promoting library services and value to the library’s users and other stakeholders
• Ability to build and sustain effective interpersonal relationships with library staff, faculty and students, off campus faculty and administrators, campus administrators, etc.
• Evidence of analytical, organizational, communication, project, and time management skills and demonstrated ability to set priorities and meet deadlines.
• Demonstrated proficiency and capabilities with personal computers and software, the Web, and library-relevant information technology applications.
• Commitment to fostering a diverse educational environment and workplace and an ability to work effectively with a diverse population.
• Evidence of active participation, involvement, and leadership in local, state, regional, national, or international professional or scholarly associations.
Preferred Qualifications

- Experience developing and delivering instruction
- Experience with current instructional technologies and reference management software, such as EndNote or Mendeley
- Experience in developing and maintaining a subject collection of information resources

Application Procedures
Interested candidates should review the applications requirements and apply online at https://faculty-emory.icims.com/jobs/37296/job, Requisition/Job Posting # 37296

Applications may be submitted as Word or PDF attachments and must include:

1) Cover letter of application describing qualifications and experience;
2) Current resume/vita detailing education and relevant experience; and
3) On a separate document list the names, email addresses, and telephone numbers of 3 professional references including a current or previous supervisor.

Candidates applying by June 7, 2019 will receive priority consideration. Review of applications will continue until position is successfully filled. Emory is an Equal Opportunity/Affirmative Action Employer that welcomes and encourages diversity and seeks applications and nominations from women, minorities, people with disabilities and veterans.

General Information
Professional librarians at Emory Libraries are 12-month faculty-equivalent positions evaluated annually with assigned ranks renewable for 3 or 5 years based on experience and background. Appropriate professional leave and funding is provided. Depending on educational credentials and position, librarians may be considered for a shared/dual appointment between the library and academic department as a faculty member.

Librarian appointees at Emory generally have educational credentials and professional backgrounds with academic library experience and/or disciplinary knowledge and demonstrate a commitment to continuous learning, professional engagement and involvement, research and scholarship, creativity, innovation, and flexibility. Such backgrounds will normally include a graduate degree from an ALA-accredited library and information science program AND/OR a discipline-specific master’s OR doctoral degree. In addition to professional competence and service within the library in the primary job assignment, advancement and/or appointment renewal requires professional involvement and contributions outside of the library and scholarly activities. Candidates must show evidence or promise of such contributions.

Emory provides an extremely competitive fringe benefit plan that includes personal leave, holiday pay, medical and dental plans, life insurance, courtesy scholarships, and tuition reimbursement just to name a few. For a full list of benefit programs, please go to http://www.hr.emory.edu/eu/benefits/.

Description of Institution and Library
Emory University is internationally recognized for its outstanding liberal arts college, superb professional schools, and one of the South’s leading health care systems. Emory’s beautiful, leafy main campus is located in Atlanta’s historic Druid Hills suburb and is home to 7,916 undergraduates and 7,326 graduate and
professional students. As the second largest private employer in Atlanta, Emory University and Emory Healthcare have a combined workforce of approximately, 33,026 and an annual operating budget of $5.6 billion. Emory University received $734 million in research funding in fiscal year 2018.

Ranked among the top 20 Association of Research Libraries (ARL) in North America, Emory University Libraries in Atlanta and Oxford, Georgia are an intellectual commons for Emory University. Comprised of 10 libraries, Emory’s collections include more than 4.8 million volumes, 300,000 plus electronic journals, 1.2 million electronic books, and internationally renowned special collections. The Stuart A. Rose Manuscript, Archives, and Rare Books Library is home to more than 80,000 rare books and over 17,000 linear feet of manuscript material. Rose Library’s collections span more than 800 years of history, with particular depth in modern literature, African-American history and culture, and the history of Georgia and the South.

Emory Libraries staff, including student workers, number approximately 390 with an overall library budget of approximately $48 million. Emory University Libraries is a member of the Association of Research Libraries (ARL), the Association of College and Research Libraries (ACRL), the Atlanta Regional Council for Higher Education (ARCHE), the Coalition for Networked Information (CNI), the Center for Research Libraries (CRL), the Council on Library and Information Resources (CLIR), the Digital Library Federation (DLF), International Federation of Library Associations and Institutions (IFLA), and the Scholarly Publishing & Academic Resources Coalition (SPARC) as well as regional associations including the Association of Southeastern Research Libraries (ASERL) and Georgia Library Learning Online (GALILEO).

The Emory University Libraries include the Robert W. Woodruff Library, which is also home to the Goizueta Business Library, the Heilbrun Music and Media Library, and the Stuart A. Rose Manuscript, Archives, and Rare Book Library. Other campus libraries, include the Science Commons, the Library Service Center operated in collaboration with the Georgia Institute of Technology, the Woodruff Health Sciences Library, the Pitts Theology Library, the Hugh F. MacMillan Law Library, and the Oxford College Library located on the Oxford Campus approximately 30 miles from Atlanta.

The Woodruff Health Sciences Center Library offers a wide range of services and programs to optimize research, education, and clinical care processes throughout the Woodruff Health Sciences Center, the Graduate Division of Biological and Biomedical Sciences, and Emory College life sciences departments. Informationists and librarians interact with the Emory community through virtual reference, information desks, the website, and office hours at customer locations—as well as through face-to-face and online instruction. Collection expenditures total $4.1 million and include over 1700 unique journal titles; 98% of the current collection is accessible electronically.

**Diversity Statement**

Emory Libraries recognize diversity, equity, and inclusion as core values integral to achieving our mission to enrich the quality of life and advance intellectual discovery by connecting people of diverse backgrounds and experiences. We champion an inclusive work environment through competency training, reassurance of personal growth, restorative communication practices, and diverse recruitment and retention. We offer exhibits, collections, programming, and research assistance that speaks to the rich needs and identities of patrons from the Emory community and beyond. We encompass opportunities that strengthen these values. We invite you to bring your true self to the library and feel welcomed when you arrive.

– February 2019
Emory University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all applicable Federal and Georgia State Laws, regulations, and executive orders regarding nondiscrimination and affirmative action in its programs and activities. Emory University does not discriminate on the basis of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran’s status.