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MLA '08 Job Opportunity Form

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May 2, 2008

Date

Associate Director, Educational & Research Services

Job title

58,000-80,000 depending on experience

Salary (minimum required, range preferred)

Job Classification

Please check the appropriate category. Visit www.mlanet.org/am/am2007/placement.html for descriptions.

- Administration
- Technical services
- Public services
- Other _____

Duties/Responsibilities

Directs and participates in all reference and information services. Leads planning, development and implementation of extensive user education programs including curriculum-based class instruction in informatics and evidence-based medicine. Oversees library liaison program to promote information resources and services and initiates new programs for clinical settings. Participates in special projects. Supervises reference librarians and Access Services manager. Serves on senior management team.

Educational Requirements

Include necessary degree(s) and discipline(s) (e.g., MS in library science).

MLS from an ALA-accredited library school.

Experience or Additional Requirements

Strong oral and written communication and computer skills. Demonstrated creativity and initiative. Ability to work independently and as a team. Excellent interpersonal skills. Intellectually curious and comfortable with change.

Billing

USC Norris Medical Library

Employer's name (institution/library)

2003 Zonal Avenue

Address

Los Angeles, CA 90089

City, State/Province, Zip/Postal code

323-442-1130

Daytime telephone (include area code)

Daniel Grande

Contact person

dgrande@usc.edu

Email

Job location (institution/library, if different from above)

JOB #
For MLA office
use only

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July 1, 2008

Starting date

Until Filled

Closing date (for applications)

Type of Institution

- Academic
- Hospital/Health agency
- Information industry
- Government
- Social service
- Other _____

MLA Academy Membership Preferred?

- Yes, required
- Yes, preferred
- No

Experience Required

Please check the required number of years of experience in a library setting.

- Entry-level position
- 1-3 years
- 3-5 years
- 5-7 years
- 7+ years
- Other _____

Will a representative be available to interview applicants during the meeting?

If no, please include instructions for applicants to contact you.

- Yes
- No

Leave message in placement center.

Check all dates that a representative will be available:

- May 17
- May 18
- May 19
- May 20

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