

# Assistant and/or Associate Professor of Library Science

## Position Details

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### Get to Know Us!

Marshall University is a public comprehensive university with a rich history as one of the oldest institutions of higher learning in West Virginia. Founded in 1837 and named after Chief Justice John Marshall, definer of the Constitution, Marshall University advances the public good through innovative, accredited educational programs. We are located in downtown Huntington, West Virginia, with additional locations in South Charleston, Point Pleasant, Teays Valley and Beckley. Marshall University's mission, inspired by our Vision and Creed, includes a commitment to:

- Offer a wide range of high quality, affordable, and accessible undergraduate, graduate, and professional education that prepares students to think, learn, work, and live in an evolving global society.
- Create opportunities and experiences to foster understanding and appreciation of the rich diversity of thought and culture.
- Maintain a dynamic intellectual, artistic, and cultural life by promoting and supporting research and creative activities by undergraduates, graduates, and faculty.
- Contribute to the quality of life of the community, region, and beyond through applied research, economic development, health care, and cultural enrichment.
- Cultivate the development of an inclusive, just, and equitable community.

Come [Meet Marshall](#) and discover what it means to be part of the Marshall University family!

### Come join our Herd!

We are committed to attracting and retaining quality faculty and staff. In doing so, Marshall University offers outstanding [benefit packages](#) to [eligible employees](#) only. (E-Class in the job posting). [Marshall University Research Corporation \(MURC\)](#) employees have different benefit options than those listed below.

- Work week is 37.5 hrs.
- A great highlight in December is that Marshall University employees receive almost two weeks off for Winter Break!
- Holidays – Employees receive 13 [Paid Holidays](#)
- Annual and Sick Leave – Classified Staff, Non-Classified Staff and 12-month Faculty earn up to 24 days of annual leave per year (max 360 hours) and up to 18 days of sick leave per year. ) [Employee Leave](#)
- Health Insurance – Marshall University offers health insurance through West Virginia Public Employees Insurance Agency (PEIA). There are seven (7) health benefit plans.
- Educational/Tuition Benefits – Marshall University provides tuition benefits to regular employees (after probationary period) and their dependent children.
- Retirement Plans – Marshall University offers retirement through Teachers Insurance and Annuity Association (TIAA). Full-time benefits eligible employees must participate in the mandated retirement plan (401(a)).
- Life Insurance – Basic term life insurance (\$10,000) at no cost and may purchase optional life insurance coverage with pre-tax earnings.
- Wellness Programs – PEIA provides various care management programs and the Pathways to Wellness program.

**We are . . . Marshall!**

### Position Information

**Banner Position Number**      001636

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| <b>Position Title</b>  | Assistant and/or Associate Professor of Library Science   |
| <b>Classification Title</b>  | Assistant Professor   |
| <b>Department</b>  | Library - MU2060  |
| <b>Job Description</b>   | <p>Library Science Faculty will:</p> <p>This is a 12 month librarian track position at the Assistant Professor / Librarian II or Associate Professor / Librarian III rank (rank to be assigned based on prior experience).</p> <ul style="list-style-type: none"> <li>· Teach two or more courses MLS courses per semester within their subject area pending enrollment and program need</li> <li>· Assist in the development and refinement of a graduate curriculum that meets American Library Association (ALA) standards,</li> <li>· Work closely with MLS adjuncts, graduate assistants, and other student or extra help employees</li> <li>· Assist the director with the ALA accreditation process</li> <li>· Embed relevant assessment functions in all courses and help gather artifacts for the annual MU assessment reporting process and ALA accreditation requirements</li> <li>· collaborate with the team overseeing student advising activities, internships, and placements</li> <li>· assist the director and dean's office personnel with marketing and recruitment for the school, and</li> <li>· fulfill other activities affiliated with the school's success as needed.</li> </ul> <p>Library faculty positions in the state of West Virginia's University System are 12-month non-tenured appointments renewed annually through a peer-review retention process. This position will also be required to follow the University Library Faculty Handbook which includes active participation in faculty governance, university service, and creative, and scholarly activities. Traditional library duties in library systems or technical services may also be part of this faculty position based on the successful candidate's expertise and when needed.</p> <p><b>Other Library Faculty Duties:</b></p> <ul style="list-style-type: none"> <li>· function as a professional librarian with the skills and experience to perform routine library duties or lead a special project for one of the university library's departments</li> <li>· work creatively, collaboratively, and effectively both as a team member and independently; assist in promoting teamwork among colleagues</li> <li>· organize information, manage multiple priorities, and meet deadlines in an effective and efficient manner</li> <li>· exhibit command of classic information literacy and information technology skills, and</li> <li>· demonstrate a commitment to campus participation in school and university committees, task forces, and other professional activities as required and requested.</li> </ul> |
| <b>Location</b>  | MU - Marshall University  |
| <b>Salary Range</b>  | Salary is commensurate with qualifications, experience, and internal equity.  |
| Qualifications   |   |
| Must be able to perform all essential job duties as outlined in the job description. |   |
| Required Qualifications  |   |
| <b>Education</b>   | An American Library Association (ALA) accredited master's degree in Library Science and an earned doctorate in Library Science or a related field (ABD candidates will be considered).  |
| <b>Experience</b>  | <ul style="list-style-type: none"> <li>· <b>Expertise in contemporary cataloging processes and the technology systems associated with national cataloging standards and networks.</b></li> <li>· Experience teaching cataloging and related subjects at the graduate level in an ALA-accredited program for at least two years.</li> <li>· <b>Knowledge of learning management system platforms for the delivery of asynchronous and synchronous course content and electronic classroom activities (Marshall uses Blackboard Ultra).</b></li> <li>· Excellent presentation and written communication skills, and a record of participation in the profession.</li> </ul>   |
| Preferred Qualifications   |   |

**Education** Second Masters degree

**Experience**

- Experience as a digital technical services librarian in an academic or public library environment.
- Experience working with the American Library Association for initial or reaccreditation of an established MLS program.
- Knowledge of assessment programming relating to MLS curriculum development, the ALA accreditation process, and annual reporting.

Posting Detail Information

**Posting Number** MU1599F

**Open Date** 10/25/2024

**Close Date**

**Open Until Filled** Yes

**Special Instructions Summary** The search committee requests that three reference letters be submitted with your application. Please enter your references' information in the Reference Letter Submission section of the application. Your references will be notified via email to submit their reference letters to the search committee in our Applicant Tracking system.

## Supplemental Questions

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Required fields are indicated with an asterisk (\*).

1. \* Do you have an American Library Association (ALA) accredited master's degree in Library Science and an earned doctorate in Library Science or a related field?
  - Yes
  - No

## Applicant Documents

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**Required Documents**

1. Cover Letter
2. Curriculum Vitae
3. Unofficial Transcripts
4. Statement of Teaching and Research Interests

**Optional Documents**