

MLA '07 Job Opportunity Form

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April 17, 2007

Date

University of Texas Health Science Center at San Antonio

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

Director of Briscoe Library Operations

Job title

Competitive

Salary (minimum required, range preferred)

Job Classification

- Administration • Technical services
• Public services • Other _____

Duties/Responsibilities

Performs a combination, but not necessarily all, of the following duties:

- Responsible for day-to-day operations of public and technical services
- Manages Briscoe Library public and technical services staff, including recruitment, direction, training and evaluations
- Helps develop a strategic plan, with goals and objectives, and measures and reports related outcomes
- Develops and implements Library programs and services to meet the mission of the University of Texas Health Science Center at San Antonio including education, research, effective administration and patient care needs of the Health Science Center.
- Participates in operational planning among Library sections and divisions
- Communicates in an effective and timely manner to constituents, library staff, campus administration, and collaborators
- Assures Library facilities are adequate to support appropriate services and functions
- Manages staff development services
- Represents the Library and Center for Knowledge Management in the absence of the Executive Director
- Identifies and pursues alternative sources of funding, including grants, contracts, gifts and fee-for-service to support library programs.
- Performs other duties as assigned.

Educational Requirements

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

An ALA-accredited Master's degree in

Library/Information Science.

Experience or Additional Requirements

A minimum of seven years of demonstrated innovative, effective administrative leadership, preferably in an academic health sciences library. Experience working in two or more library areas, departments or divisions. Demonstration of an excellent track record of leadership, innovation, and collaboration, as well as a strong service ethic. Excellent interpersonal skills, including written and oral communication. Knowledge of emerging trends in library information services and technology.

University of Texas Health Science Center at San Antonio

Employer's name (institution/library)

7703 Floyd Curl Drive

Address

San Antonio, TX 78229

City, State/Province, Zip/Postal code

210-567-2400

Daytime telephone (include area code)

Mary Moore, Ph.D.

Contact person

Moorem3@uthscsa.edu

Email

JOB #
For MLA office
use only

17

May 1, 2007

Starting date

Until filled

Closing date (for applications)

Type of Institution

- Academic • Government
Hospital/Health agency • Social service
• Information industry • 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
- X 7+ years**
- Other

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

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

X Yes • No

Moorem3@uthscsa.edu

Check all dates that a representative will be present:

May 18, 19, 20, 21, 22, 23

Billing

X We are an MLA Institutional Member

Our MLA ID# is 4605

- Check made payable to MLA for \$100.00 enclosed

X Please contact Diana Fuentes at 210-567-2400 for credit

card billing information

• We are NOT an MLA Institutional Member

- Check made payable to MLA for \$150.00 enclosed

Yes! Post this job opportunity to the MLA '07 Website at

www.mlunct.org/am/am2005/placement/

- Check made payable to MLA for \$100 is enclosed

• Please bill us Our P O # is _____ (required).



Return completed form by May 1 to:
MLA Placement Center
Medical Library Association
65 East Wacker Place • Suite 1900
Chicago, IL 60601-7298
312.419.9094 • Fax, 312.419.8950