

POSITION VACANCY ANNOUNCEMENT

- POSITION:** African American Studies Librarian
- RANK:** Assistant University Librarian or Associate University Librarian
- REPORTS TO:** Associate Chair, Humanities & Social Sciences Library (Library West)
- SALARY:** \$59,332 minimum salary at the Assistant University Librarian rank
\$68,625 minimum salary at the Associate University Librarian rank
The Smathers Libraries offer a salary commensurate with experience and credentials

REQUISITION #: 524985

DEADLINE DATE: January 24, 2023. Applications will be reviewed as received.

JOB SUMMARY

The African American Studies Librarian is a year-round (12 month) tenure-track library faculty position, which is responsible for the overall development and management in all formats of the African American Studies collections in Library West, with a focus on the humanities and social sciences disciplines. This position also serves as a key partner, collaborating with and advising Special and Area Studies Collections (SASC) on related African American collections and programming.

The position supports the African American Studies Program, as well as related interdisciplinary programs offered by the College of Liberal Arts and Sciences in areas such as the Departments of English and History. Responsibilities include analyzing the University's programs in and related to African American studies, collaborating with librarians and academic faculty to establish collection profiles and selection guidelines, and evaluating existing collection strengths and current collecting intensities. The position collaborates with other employees, providing support in the broader areas of the humanities and social sciences, especially overlapping, interdisciplinary areas; provides general and specialized subject area reference services, research assistance, and library instruction; and participates in branch and libraries-wide outreach programming.

The Smathers Libraries are committed to creating a thoughtful, equitable, and inclusive culture that provides space for innovation and creativity. We support that commitment by offering a fulfilling work experience that allows for collaboration, growth, and development as well as shared perspectives.

To support all colleagues, students, faculty, and staff and foster excellence in a diverse and collaborative society, the Libraries are actively seeking candidates who bring culturally rich lived experiences to work with individuals of diverse backgrounds, experiences, races, ethnicities, genders, sexual orientations, and perspectives.

The Libraries encourage broad participation in reaching decisions and consequently the African American Studies Librarian will contribute to discussions and provide input and serve on various committees and teams. The African American Studies Librarian will also pursue professional development opportunities, including research, publication, and professional service activities to meet library-wide criteria for tenure and promotion.

RESPONSIBILITIES

- Develops relationships and collaborates with appropriate academic faculty and students including those in the African American Studies Program and interdisciplinary programs supported by the College of Liberal Arts and Sciences, as well as student affinity groups such as Office of Black Student Engagement and the Institute of Black Culture.
- Stays abreast of the development of academic programs and faculty interests to ensure that the Libraries' collections and services support curriculum and research needs and informs clientele about relevant Libraries' resources and services.
- Analyzes the Library West African American Studies collection and provides reports, strategies, assessments, and studies or surveys as required. Defines goals aligned with the Libraries' Strategic Directions, establishes objectives, plans and manages budgets. Coordinates collection development activities with other subject specialists and librarians, with respect to resources for the Library West African American Studies collections.
- Provides advanced reference and research consultation and instruction in support of African American Studies and related areas, including the development of online library guides and other online resources.
- Participates in Library West general instruction initiatives using active learning methods in both traditional classroom and online settings and employing a variety of educational technologies.
- Participates in the Library West general reference program and the Smathers Libraries' online, chat reference program, and staffs the Library West Research Assistance Desk.
- Contributes to Library West and Libraries'-wide outreach and student engagement programming.
- Participates in community engagement and outreach activities as appropriate.
- Collaborates with Special and Area Studies Collections to devise strategies for making African American special collections resources available in classrooms on campus and online and develops programming to highlight the collections.
- Engages in professional development opportunities including research, publication, grants, and professional service activities to meet library-wide criteria for tenure and promotion

- Actively engages in diversity, equity, and inclusion initiatives, supports diverse communities, and creates a welcoming environment for all.

QUALIFICATIONS

Research indicates that applicants from underrepresented groups are hesitant to apply for positions if they do not meet all the required and preferred qualifications.¹ We want to emphasize that the preferred qualifications are not required and that we are committed to helping our future colleague develop the preferred skills. Additionally, applicants are encouraged to communicate how their work and other experiences satisfy the required qualifications in ways that may not be obvious.

Required:

- Masters or Ph.D. in African American Studies, or MLS or advanced degree in a related discipline.
- Knowledge of the history and culture of African Americans in particular and the United States in general and related subject areas.
- Familiarity with major research resources and academic research processes used in academic libraries.
- Demonstrated ability to work effectively, independently, and collaboratively in a collegial environment with faculty, students, administrators, and the general public.
- Initiative, flexibility, and the ability to adapt and work creatively in a complex, rapidly changing academic environment.
- Evidence of excellent interpersonal skills, including oral and written communication, presentation and/or teaching and/or training skills.
- Record of including individuals of diverse backgrounds, experiences, races, ethnicities, gender identities, sexual orientation, and perspectives in research, teaching, service, and other work.
- Evidence of excellent interpersonal skills and oral and written communication including presentation and/or teaching and/or training skills.
- Strong potential to meet the requirements for tenure and promotion outlined in the [departmental by-laws](#).

Preferred:

- MLS/MLIS from an ALA-accredited program.
- Minimum two years of library work experience.
- Experience in collection management.
- Experience with, or coursework in, classroom instruction.
- Experience with, or coursework in, digital humanities.

HUMANITIES AND SOCIAL SCIENCES LIBRARY (LIBRARY WEST)

[Library West](#) is one of the largest branch libraries on the UF campus, with 16 faculty and 14 staff members, seating for 1,300 patrons, 1.7 million volumes of in-house materials, and over 200 public computers, including a wide variety of circulating A/V technology and equipment

¹ Schmalting, K. B., Blume, A. W., & Baker, D. L. (2017). Characteristics of Faculty Position Advertisements Associated with Applicant Diversity. *Journal of Higher Education Theory & Practice*, 17(8), 10–17. Collier, D., & Zhang, C. (2016). Can We Reduce Bias in the Recruiting Process and Diversify Pools of Candidates by Using Different Types of Words in Job Descriptions? *Mohr, T. S.* (2014). Why Women Don't Apply for Jobs Unless They're 100% Qualified. *Harvard Business Review*, 25.

items. Pre-pandemic, Library West received over 1.4 million visitors annually. Renovated in 2006, the branch footprint expanded from 50,000 sq. ft. to 88,000 sq. ft. and offers eighteen group study rooms, an accessibility studio, a video recording studio, twelve online proctored testing booths, faculty and graduate carrels, as well as a limited-access floor for graduate students. The Library Instruction Lab, with nineteen computers, is available for hands-on library instruction. The Scott Nygren Digital Scholars Studio supports instruction and project collaboration for researchers in digital humanities. Within the branch, there are five functional units: Research Assistance, Instruction and Outreach, Collections Management, Collections Services, and User Services; these units are managed by coordinators who oversee the daily functions in these areas. Library West is also home to the Libraries Administration, Libraries Human Resources, Library Business Services, Library Facilities Planning, and the Access and Resource Sharing Department, providing ILL and Reserves services for all branches. A Starbucks is located in the building, along with a newly renovated café area. [Organizational chart](#)

UNIVERSITY OF FLORIDA LIBRARIES

The libraries at the University of Florida form the largest academic information resource system in the state of Florida with seven libraries and two off-campus facilities. The [George A. Smathers Libraries](#) are comprised of six campus libraries and the off-site facilities. In addition to this system, the [Lawton Chiles Legal Information Center](#) is part of the Levin College of Law. The Libraries hold over 6.27 million print volumes, 1.5 million e-books, 145,000 full-text electronic journals, over 1000 electronic databases, 1.3 million documents, and 1.4 million maps and images. Distinctive holdings include the Isser and Rae Price Library of Judaica, Latin American and Caribbean Collection, Baldwin Library of Historical Children's Literature and the P.K. Yonge Library of Florida History. The Libraries maintain partnerships and participate in a variety of collaborative, international projects while engaging with the UF community. We are a member of the Association of Research Libraries (ARL) and other regional library consortia.

The [library staff](#) comprises more than 300 FTE librarians, technical/clerical staff and student assistants. The George A. Smathers Libraries are strong advocates for inclusion and intellectual freedom. The Libraries' commitment to both is articulated in the [Inclusion and Intellectual Freedom Statements](#). The Smathers Libraries will foster and maintain a culture that supports DEI, as values are foundational and permeates all aspects of our organization per [Strategic Directions 4: Diversity, Equity, and Inclusion](#). Support for professional development is central to the Smathers Libraries. Supports include a formal mentoring program, a robust training program, release time for research and professional service, a comprehensive grants program, and funding for professional development travel.

LAND ACKNOWLEDGMENT STATEMENT

The Smathers Libraries recognize that the main (Gainesville) campus of the University of Florida is located on the ancestral territory of the Potano and later the Seminole peoples. The Smathers Libraries acknowledge its obligation to honor the past, present, and future Native residents and cultures of Florida.

THE UNIVERSITY OF FLORIDA

The University of Florida (UF) is the state of Florida's preeminent university. The state's oldest and most comprehensive university, UF is among the nation's most academically diverse public universities and won the 2018 [Senator Paul Simon Award for Comprehensive](#)

[Internationalization](#). UF is currently fifth among “Top Public Universities” in the U.S. News and World Report and second among Forbes “Best Value Public Colleges (2016). UF has a long history of established programs in international education, research, and service. It is one of only 17 public, land-grant universities that belong to the [Association of American Universities](#). At UF we have some of the top faculty in the country. In addition to attracting over \$900 million in research each year, they foster the uniquely collaborative environment that transforms potential into actual results. UF traces its beginnings to a small seminary in 1853 and is now one of the largest universities in the nation, with more than 50,000 students. The University of Florida seeks to address key challenges of our time, from COVID-19 to racism. In 2020 President Fuchs announced a [UF-Anti-Racism Initiative](#). For more information, please consult the [UF homepage](#) and the [Office of the Chief Diversity Officer](#) website. A snapshot of the student body [diversity statistics](#) is available online from UF Institutional Planning and Research.

BENEFITS

[University benefits](#) for this position include retirement plan options, insurance benefits, paid family leave (parental and medical), tuition fee waiver program, and employee assistance program, as well as paid time off and holidays. Gainesville, Florida, has no state or local income tax. The University of Florida provides ongoing [guidelines and resources related to COVID-19](#).

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY

The University of Florida is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, and veteran status in all aspects of employment including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. We are dedicated to the goal of building a broadly diverse and inclusive faculty and staff within a culturally diverse and pluralistic environment; we invite all qualified applicants including women, members of underrepresented groups, individuals with disabilities, and veterans. The University of Florida is a public institution and subject to all requirements under the Florida Sunshine and Public Records laws.

If an accommodation due to a hearing or speech disability is needed to apply for this position, please call 352-392-2477 University of Florida Human Resources or the Florida Relay System at 800-955-8771 (TDD).

GAINESVILLE COMMUNITY

Gainesville and the surrounding community are home to approximately 257,000 people and both the University of Florida and Santa Fe College. The city is surrounded by more than 40 nature parks, including many spring-fed lakes and rivers, with many paved and unpaved trails for recreation. The city is just over an hour from the Gulf of Mexico and the Atlantic Ocean. Gainesville is an [award winning](#) and innovative city, friendly to both professionals and families. The [Guide to Greater Gainesville](#) combines award winning photography and compelling articles that capture all the reasons for calling Gainesville your next home. The City of Gainesville is a progressive municipality that seeks to [promote racial equity](#). The area has numerous cultural institutions and is a haven for sports fans. Jacksonville, Orlando, Tampa, Tallahassee, and St. Augustine are all within a two-hour drive.

APPLICATION PROCESS

To apply, submit

- a cover letter detailing your interest in, and qualifications for this position
- your current resume or CV
- a list of three references including their contact information (telephone number and email address)
- a written statement of 300 words on the following topic: How would you approach outreach to the faculty and students of the African American Studies Program, which this position supports? This statement should focus on actions and experiences as they relate to this specific position, rather than your personal values.

Apply by 11:55 pm (EST) on January 24, 2023 (applications will be reviewed as received). Submit all application materials through the Jobs at UF online application system at [Requisition 524985](#). Failure to submit the required documents may result in the application not being considered. If you have any questions or concerns about this process, please contact Joe Piazza, George A. Smathers Libraries Human Resources Office, at jpiazza@ufl.edu.