DEPARTMENT HEAD, DIGITAL LIBRARY SERVICES

Position and Responsibilities:
Georgia State University Library seeks an enthusiastic, collegial, service-oriented and dynamic head of Digital Library Services who will provide leadership and management for web services, network and desktop systems, and digital initiatives. The Digital Library Services Department Head, reporting to the Associate Dean, Digital Library Services and Special Collections, leads a department consisting of two library faculty and five staff members, and serves on the library administrative team that provides overall direction for the library in fulfilling the research, teaching, and service mission of the University.

The department head sets direction for the library's technology environment and services through strategic planning, resource allocation and management, assessment, and policy development. S/he encourages creativity in digital and information technology initiatives that respond to and anticipate user needs and ensures that the library's technology programs, services, and infrastructure are responsive to the academic needs of the Georgia State University community.

- Plans, organizes, prioritizes, and reports on the work of the department
- Prepares or reviews annual budget and identifies resource requirements for short-term and long-term projects to ensure adequate support
- Provides leadership in development of digital and information technology initiatives and web-based services
- Leads in the development of a content digitization, storage, and access strategy
- Leads cross-functional projects to ensure goals and projects are completed according to scope, timeline and budget
- Creates and articulates an evolving technology strategy, with ongoing input from key stakeholders at all levels of the organization and throughout the University
- Maintains current awareness of digital library technologies;
- Contributes to and actively participates in local, national, and international meetings and organizations to stay abreast of library technology developments and trends and to promote Georgia State University Libraries.

Department & Campus Environment:
The Digital Library Services department uses standard web development practices to create and provide a library web presence, including content management, blogging, and wiki applications. The department is responsible for developing, customizing, and integrating various web applications from vendors and open source platforms used by both internal and external customers. The department works with campus computing to install and maintain computer hardware and software, networking capabilities, network and PC security, and computer workstations in the library. Leadership in the area of content digitization, storage, and presentation will be a growing component of this position. The library uses CONTENTdm to create and present our digital collections on the web, LibGuides to present librarian-created instructional content to our customers, EDS as a discovery tool, RedDot as a content management and presentation system, WordPress as a blogging platform, and Ex Libris products including SFX and Voyager as a member of the GALILEO statewide library consortium.

Since its 2007 renovation, the Georgia State University Library provides one of the most attractive, open and inviting educational facilities in the Southeast. With over 1.5 million visitors this past year, the library is an

integral part of the university community. It supports both teaching and research with an expansive collection and outstanding assistance. The library also exudes a new, modern image, providing the campus with an attractive, centralized location. Its signature bridge, a glass link that overlooks downtown Atlanta, connects the library's two prominent buildings.

The University Library is a member of the Association of Southeastern Research Libraries, LYRASIS, and the Atlanta Regional Consortium for Higher Education.

Located in the heart of downtown Atlanta, Georgia State University is one of the country's top urban research universities. Over 30,000 graduate and undergraduate students enroll each semester in six different colleges. This diverse community offers a unique cultural and intellectual atmosphere, with many opportunities to engage in stimulating activities and events. Between college sports, the performing arts and a variety of local restaurants, the campus location has it all.

For additional information about the Georgia State University Library: http://www.library.gsu.edu

Qualifications:
REQUIRED: ALA-accredited Master's degree, or a terminal degree in a relevant area or discipline. Five years of increasingly responsible experience in management of information technology and technology services with at least 3 years in an academic library or college or university setting. Supervisory experience. Ability to think critically and analytically. Strong written and verbal communication skills and ability to work in a collegial and collaborative environment. Commitment to user-oriented service. Evidence of professional activity and scholarship appropriate for faculty appointment at assistant professor level or above.

PREFERRED: Demonstrated experience as an effective project manager. Knowledge of and experience with network and storage architectures, systems administration, web services and integration of technology systems and services. Familiarity with best practices, standards, and trends in the application of technology in libraries.

Condition of Work and Benefits

Forty-hour workweek	Retirement plans include: State Teachers Retirement Plan, TIAA–CREF and VALIC
Twenty-one days vacation	Group health and life insurance
Twelve paid holidays	Social Security
Twelve days sick leave	Optional pre-tax benefits
Faculty rank and status	Support for research and professional activities
Non-Tenure track	

Salary and Rank
$65,000-$75,000 for 12 months commensurate with the candidate's education and experience. Appointment at a faculty rank, on a contract renewal basis.

Submit a cover letter addressing the above qualifications; resume; name, address and phone number of three references, including immediate supervisor. Review of materials will begin March 1, 2012 and continue until the position is filled. Send materials to:

Human Resources Coordinator
University Library
Georgia State University
100 Decatur Street, SE, Atlanta, GA 30303-3202
(404) 413-2700
liblao@gsu.edu

Georgia State University is an equal opportunity educational institution/affirmative action employer strongly committed to cultural diversity.