



Position Title:	Senior Librarian
Position Classification:	Level 7
Faculty/Office:	Deputy Vice-Chancellor (Research)
School/Division:	University Library
Centre/Section:	Library Engagement & Experience
Supervisor Title:	Library Managers

Your work area

The **University Library** provides information resources, services, systems and spaces to support, stimulate and innovate teaching, learning and research. The University Library is committed to developing and delivering services to be strategic enablers for the University in meeting its goals; enabling and promoting the creation, storage, transfer and seamless access to information and collaborating closely with the University community to deliver innovative solutions for their research, teaching and learning needs.

The University Library has two sections – Library Engagement and Experience and Library Research and Collections. **Library Engagement and Experience** is responsible for six libraries (Reid Library, Barry J Marshall Library, Law Library, Music Library, Education, Fine Arts and Architecture Library, and Medical and Dental Library) as well as academic engagement with faculties, schools, research centres and institutes, research, teaching and learning support services, information, reference and inquiry services, student IT support, information literacy and research skills, lending and collection development and management.

Reporting Structure

Reports to: Library Manager (ABLE), Library Manager (HMS), Library Manager (EMS), Library Manager (Science)

Direct Reports: Librarians

Your role

The Senior Librarian is responsible for liaising with academic staff and students to provide expertise and advice on library services, resources and facilities that will support them in their research, teaching and learning. In addition, the Senior Librarian will assist the Library Manager in a line management role in supervising professional staff.

Key responsibilities

Provides one-on-one consultations and workshops for staff and students related to information resources and research.

Evaluates library services, resources, facilities and actively promotes these to academic staff and students and the wider University community.

Liaises with, and participates in, relevant Library, campus and faculty committees, projects and working groups.

Works in partnership with academic staff, education and research support professionals and students to ascertain resource requirements and to develop discipline specific teaching, research and learning support.

Actively contributes to collection development and maintenance, using knowledge of client needs.

Gathers and reports information that will assist the Library develop services and resources, perform technological planning, policy development and new initiatives.

Leads, manages and coordinates projects.

Provides day-to-day supervision and coordination of staff

Other duties as required

Your specific work capabilities (selection criteria)

University degree

A relevant tertiary qualification in Library and Information Science (recognised for associate membership of the Australian Library and Information Association) or equivalent.

Proven capacity to effectively liaise and negotiate with a diverse range of clients including staff and students.

Demonstrated ability to lead and work effectively in a team and to plan, organise and set priorities.

Highly developed expertise in Information, Communication and Technology

Demonstrated ability to manage and motivate staff in a rapidly changing technological and service environment.

Excellent verbal, written, and interpersonal communication skills

Demonstrated analytical and problem solving skills

Experience of delivering innovative projects that contribute to continual service improvement.

Experience in staff supervision and team leadership.

Demonstrated knowledge and understanding of:

- research support in an academic environment
- collection development issues
- reference services and information literacy

Special Requirements (selection criteria)

The role holder may be expected to represent the University at meetings, seminars and conferences intrastate, interstate and overseas as required.

Compliance

Workplace Health and Safety

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

Details of the safety obligations can be accessed at <http://www.safety.uwa.edu.au>

Equity and Diversity

All staff members are required to comply with the University's Code of Ethics and Code of Conduct and Equity and Diversity principles. Details of the University policies on these can be accessed at http://www.hr.uwa.edu.au/publications/code_of_ethics, <http://www.equity.uwa.edu.au>