

## Assistant Director of Library Services

The Ursuline School is an independent, all-girl Catholic college preparatory school located in New Rochelle, NY. We are seeking an experienced Librarian for the 2018-2019 school year.

The Upper School Librarian collaborates with faculty, staff, and the wider community to provide students with exceptional learning experiences. This librarian is responsible for collection development, cataloging, and teaching research and critical thinking skills. Ursuline's library serves both our Middle and Upper School, so the librarian will work with students and faculty in both divisions.

The ideal candidate:

- Inspires curiosity and a passion for reading.
- Values diversity, equity, and inclusion in instruction, collection development, and student service.
- Empowers students to become critical thinkers, researchers, and ethical users of gathered information.
- Instructs colleagues and students in using emerging technologies as they relate to information literacy and library service.
- Forms positive, nurturing relationships with students.
- Is proactive and strategic in library promotion, including through the use of social media platforms.
- Identifies and implements best practices in library, archival and information technology, seeking to leverage emerging resources and technologies to improve library programs.
- Oversees access, instruction and reference, encouraging departments and faculty to collaborate with the librarians to ensure that students acquire appropriate research skills and information literacy.
- Works with faculty and librarians to design and provide instruction and resources to support class projects, information literacy and research methods; also works with individual students to teach them how to find appropriate research materials, as requested.

Requirements/ Relevant Experience:

- Masters of Library and Information Science from an ALA-accredited program.
- Experience and knowledge working with library integrated systems, educational technologies, and bibliographic instruction.

To Apply

Please submit a cover letter and resume to [employment@ursulinenewrochelle.org](mailto:employment@ursulinenewrochelle.org)