

## Professional Position Posting

# Librarian for Latin American and Iberian Studies

- Department:** Collections, Research & Instructional Services (CRIS)
- Rank and Salary:** Salary and appointment level based on experience and qualifications.
- Associate Librarian IV – VII (\$56,496 – \$68,892)
  - Librarian Rank I – IV (\$68,892 – \$88,488)
- Position Availability:** Immediately

The UCLA Library seeks applications/nominations for a Librarian for Latin American and Iberian Studies.

### Description of Institution and Library

One of ten University of California campuses, the University of California, Los Angeles (UCLA) is located in Westwood Village, approximately five miles from the Pacific Ocean near Santa Monica. Comprised of the College of Letters and Science and 11 professional schools, the 419-acre campus features 174 buildings, including the Center for Health Sciences. UCLA has more than 6,300 faculty and academic staff and approximately 26,000 employees. Founded in 1919, UCLA offers 118 undergraduate degree programs and 200 graduate programs and has more than 24,800 undergraduates and 10,800 graduate students. Academic excellence, faculty distinction, and a comprehensive curriculum are hallmarks of UCLA, which is a member of the Association of American Universities. Among the faculty are five Nobel Laureates, nine National Medal of Science winners, seven MacArthur Grant winners, and 52 Guggenheim Fellows. UCLA is California's largest university and is a model for public institutions of higher education. As the 10<sup>th</sup> largest employer in the region, UCLA generates almost \$9 in economic activity for every \$1 state taxpayers invest in UCLA and generates an annual \$6 billion economic impact on the greater Los Angeles region.

Ranked among the top 10 academic research libraries in North America, the UCLA Library is comprised of 8 major libraries and 13 library wide departments and the Southern Regional Library Facility, the remote storage facility for the southern UC campuses, reporting to the University Librarian. In addition, there are 12 affiliated libraries and library units located on the campus. There are approximately 125 librarians on the campus, and the UCLA Library has a staff of approximately 350 and approximately 600 – 700 student employees. The Library has an organizational structure that includes the use of teams in conjunction with departments and units. The library collection consists of more than 8 million volumes and more than 78,000 current serial titles and an aggressively expanding electronic resources collection. The Library's annual budget is in excess of \$33.9 million; more than \$10 million supports the acquisition of print and digital material, and the library is part of the California Digital Library. The UCLA Library is a member of the Association of Research Libraries (ARL), the Coalition of Networked Information (CNI), the Center for Research Libraries (CRL), the Council of Library and Information Resources (CLIR), International Federation of Library Associations and Institutions (IFLA), and the Scholarly Publishing & Academic Resources Coalition (SPARC).

Based in UCLA's Charles E. Young Research Library, the CRIS department is composed of area and subject specialists who are responsible for building, managing, and providing access to the research collections in all formats in support of humanities and social sciences research and teaching. CRIS librarians serve the faculty and students in these disciplines by providing high-level reference and research services in person, via telephone, and electronically (i.e., e-mail and chat). The department is responsible for staffing the Research Library reference desk. CRIS librarians actively participate in UCLA's Information Literacy Program, taking the lead in the design and delivery of specialized instruction sessions for upper division and graduate level courses. Subject specialist librarians in CRIS work closely together and in cooperation with librarians from other UCLA Library units to meet faculty and student needs. They serve as liaisons to academic departments and research units in their areas of responsibility.

### Description of Academic Programs

Through its academic programs, research centers, and cross-institutional networks, the UCLA International Institute acts as a center for UCLA's vibrant and growing global studies initiatives. An integral component of the UCLA International Institute is the Latin American Institute (<http://www.international.ucla.edu/lai/>) and its component centers—Center for Argentina, Chile and the Southern Cone; Center for Brazilian Studies; and Center for Mexican Studies—which support and promote collaborative research and academic initiatives in the region. The Latin American Studies Interdepartmental Degree Program (IDP)

<http://www.international.ucla.edu/idps/las/>) and the Department of Spanish and Portuguese (<http://www.spanport.ucla.edu/>) offer a wide range of graduate and undergraduate courses supporting innovative and interdisciplinary work in the languages, literatures, history, and cultures of Latin America, the Caribbean, Spain, and Portugal. Additional courses with Latin American or Iberian content are taught in departments and programs such as Chicana & Chicano Studies, Comparative Literature, English, French and Francophone Studies, Ethnomusicology, as well as in arts, humanities, and social science disciplines such as history, political science, anthropology, geography, sociology, art history and music. Cooperative degree programs are in place with the professional schools of Education and Information Studies, Management, Public Health, and Urban Planning, providing the opportunity to achieve the combined M.A. in Latin American Studies with a master's degree in a professional field.

### **Position Duties**

Reporting to the Area Studies Team Leader of CRIS, the Librarian for Latin American and Iberian Studies has responsibility to:

- Develop and manage the library's collections regardless of format, language, period, or place of publication, in the areas of the social sciences and humanities published in or relating to Latin America, the Caribbean, Spain, and Portugal. In collaboration with the Librarian for Ethnic Studies, also develop collections related to Latin American communities in Southern California as part of the Collecting L.A. initiative. May take on additional subject areas based on expertise and library need.
- Establish and maintain good relationships with dealers, content providers, and institutions in the regions.
- Utilize a creative and agile approach to collection development that is married with aggressive outreach and collaboration with scholars.
- Serve as liaison to the Latin American Institute and the Department of Spanish and Portuguese, and share responsibility for liaising with Latin American Studies faculty and graduate students in social sciences and humanities disciplines and professional schools.
- Serve as the subject specialist for Latin American and Iberian Studies, providing in-depth reference and research guidance to faculty and students in relevant units.
- Develop and deliver library instruction to support Latin American and Iberian Studies research, teaching and learning.
- Foster a collaborative team-based approach to collection development, public services, instruction and outreach as a member of the CRIS Department Area Studies Team.
- In collaboration with the Librarian for Digital Research and Scholarship as well as the Librarian for Advanced Research and Engagement, develop new projects, exhibitions, publications, programming, services, teaching, instruction, and other scholarly activities associated with the newly renovated spaces on the first floor of the Research Library.
- Collaborate whenever possible with faculty on digital projects, research initiatives, and curricular/teaching activities.
- Manage library allocations from grant funds administered by the UCLA Latin American Institute and the Department of Spanish and Portuguese.
- Participate actively in area-specific consortial activities and professional organizations such as Calafia (UC bibliographers group for Latin America), UC EuroBibs, the Center for Research Libraries Latin American Microform Project (LAMP), the Latin American Research Resources Project (LARRP), the Seminar on the Acquisition of Latin American Library Materials (SALALM), and the Western European Studies Section (WESS).
- Supervise library assistants and students who provide support for collection development.

### **Required Qualifications**

- Master's Degree in Library or Information Science OR equivalent education and experience (subject expertise combined with professional library education and/or experience).
- Graduate-level study, or equivalent experience, in a field directly relevant to Latin American and Iberian studies.
- Research-level knowledge of Latin American and Iberian literature and scholarship.
- A thorough understanding of research needs and the organization of scholarly materials in the humanities and social sciences.
- Experience with teaching in a library or academic setting.
- Fluency in Spanish or Portuguese, and strong reading knowledge of the other language.
- Excellent written and verbal communication skills in English and effective interpersonal skills.
- Ability to work with staff, students and faculty from diverse cultural backgrounds and in a dynamic and complex environment within a large organization.
- Demonstrated commitment to professional development and service.

### **Desired Qualifications**

- Experience in selecting and managing research collections in one of the areas of responsibility.
- Knowledge of current trends in information technology as they apply to collection development and management, as well as the provision of reference and research services in the humanities and social sciences.
- Experience with the design, provision and evaluation of research instruction for upper-division undergraduates and graduate students.
- Experience in creating content for subject- and course-related web pages and guides.

- Graduate degree in a humanities or social sciences discipline (or equivalent) directly related to Latin American and Iberian Studies.
- Ability to work in one or more indigenous languages and Creole dialects, with preference for Quechua or Nahuatl.
- Reading knowledge of one or more additional European languages, with preference for French, German, or Catalan.

### **General Information**

Professional librarians at UC are academic appointees and are represented by an exclusive bargaining agent, University Council - American Federation of Teachers (UC-AFT). They are entitled to appropriate professional leave, two days per month of vacation leave, one day per month of sick leave, and all other benefits granted to non-faculty academic personnel. UC has an excellent retirement system and sponsors a variety of group health, dental, vision, and life insurance plans in addition to other benefits. Relocation assistance is provided.

Appointees to the librarian series at UC shall have professional backgrounds that demonstrate a high degree of creativity, teamwork, and flexibility. Such background will normally include a professional degree from an ALA-accredited library and information science graduate program. In addition to professional competence and quality of service within the library in the primary job, advancement in the librarian series requires professional involvement and contributions outside of the library, university and community service, and scholarly activities. Candidates must show evidence or promise of such contributions.

### **Application Procedures**

Anyone wishing to be considered for this position should apply to Jenifer Abramson, Assistant Director of Academic Human Resources, UCLA Library, Library Human Resources, 22478 Charles E. Young Research Library, Box 951575, Los Angeles, CA, 90095-1575.

E-mail applications encouraged and can be sent to <[jobs-hr@library.ucla.edu](mailto:jobs-hr@library.ucla.edu)>. Applications should include:

- a cover letter describing qualifications and experience;
- a current resume/vitae detailing education and relevant experience; and
- the names and addresses for at least three professional references, including a current or previous supervisor.

**Candidates applying by August 10, 2011 will be given first consideration.** UCLA welcomes and encourages diversity and seeks applications and nominations from women and minorities. UCLA seeks to recruit and retain a diverse workforce as a reflection of our commitment to serve the people of California, to maintain the excellence of the university, and to offer our students richly varied disciplines, perspectives, and ways of knowing and learning.

***UCLA is an Equal Opportunity/Affirmative Action/ADA-compliant employer. Under federal law, the University of California may employ only individuals who are legally authorized to work in the United States as established by providing documents specified in the Immigration Reform and Control Act of 1986. Employment is contingent upon completion of satisfactory background investigation.***

***Visit the UCLA Library Employment Opportunities Website at  
<<http://www2.library.ucla.edu/about/employment.cfm>>.***