

# HUMBOLDT STATE UNIVERSITY



**Vacancy Announcement**  
**Faculty Tenure-Track Position Starting July 2019**  
**University Library**  
**First-Year Experience & Student Success Librarian**  
**JOB #1920-02**

*Humboldt State University is committed to achieving the goals of equal opportunity and endeavors to employ faculty, staff, and administrators of the highest quality reflecting the ethnic and cultural diversity of the state*

**DESCRIPTION:** The Humboldt State University Library invites applications for a full-time, 12-month, First-Year Experience & Student Success Librarian. This position was created to meet the library's priority of expanding and strengthening outreach to first-year and transfer students. In collaboration with the Coordinator of Instruction and Reference and the Instructional Working Group, this position will provide creativity in the design and delivery of library programs designed to support first-year students and collaborates with key campus partners that support the first-year experience at Humboldt State University. The emphasis of this position is to support serving the HSU FYE and learning community programs (Klamath Connection, Stars to Rocks and Global Humboldt), freshman/sophomore courses, workshops, international and transfer students, and other orientation programs.

**RANK, SALARY AND BENEFITS:** We seek to fill this position at the Senior Assistant Librarian rank; however, rank and salary are dependent on the appointee's qualifications and experience. The current California State University Salary Schedule is available at: <http://www.humboldt.edu/aps/docs/salary/Salary-Schedule.pdf>.

Humboldt State University provides an excellent benefits package for faculty. Information about benefits plans can be found at: <http://www.humboldt.edu/forms/node/934>.

**PROFESSIONAL QUALIFICATIONS:** An earned Master's degree in Library Science or related discipline from an ALA accredited college or university is required at the time of appointment.

The successful candidate must demonstrate the following minimum qualifications:

- ✓ Professional (post-MLS) experience with instruction or information literacy instruction with undergraduate students;
- ✓ Evidence of commitment to working effectively with faculty, staff, and students from diverse ethnic, cultural, and socioeconomic backgrounds;
- ✓ Excellent written, verbal and interpersonal communication skills;
- ✓ Experience in specialized and general reference service or consultation service;

Preferred qualifications for this position include:

- ✓ One or more years of professional (post-MLS) academic or research library experience relevant to this position;
- ✓ Expertise in assessment or instructional design
- ✓ Experience with the use of emerging technologies and multimedia in library and classroom settings.
- ✓ Experience with incorporating the library in Canvas Learning Management System.
- ✓ Willingness to stay up-to-date and improve knowledge and skills pertaining to user needs and trends in academic libraries, information tools and resources, emerging trends in teaching and learning, instructional design, and related fields

At the time of appointment, the successful candidate, if not a U.S. citizen, must have authorization from the Bureau of Citizenship and Immigration Services to work in the United States. For information on the University policy on support for non-immigrant probationary faculty visa acquisition, please visit the Faculty Immigration Resources page:

<https://extended.humboldt.edu/international-programs/immigration/faculty>.

Evidence of degree(s) and official transcripts are required at time of hire.

#### **PROFESSIONAL DUTIES:**

- Develop and deliver effective and efficient instructional services for first-year students, including ‘SkillShop’ workshops and information literacy instruction aligned with HSU FYE programs Klamath Connection, Stars to Rocks and Global Humboldt, and other campus student success initiatives, also creating and providing online tutorials and guides, and other teaching and learning activities;
- Provide research services, including assessing needs and providing point-of-need assistance and consultation, supporting students, faculty, staff, and campus community;
- Build effective relationships with students, faculty, and other academic partners through ongoing outreach and engagement activities;
- Willingness to stay up-to-date and improve knowledge and skills pertaining to user needs and trends in academic libraries, information tools and resources, emerging trends in teaching and learning, instructional design, web design, accessibility, and related fields;
- Contribute to library initiatives as appropriate, such as Instructional Working Group, evolving learning commons, etc.;
- Foster strong and collaborative relationships with librarians, faculty, students, and staff in support of teaching, learning, research, and scholarship;
- Provide approximately 10 hours of reference including evenings and weekends;
- Maintain awareness of best practices and resources, and provide up-to-date content on the library website and library guides;

Librarians are members of the faculty at HSU and professional responsibilities include: maintaining excellence in librarianship; research, scholarship, and/or creative activity; service to the University, profession, and to the community; participation in campus and system-wide committees; being generally available in the University Library during business hours; working collaboratively and productively with colleagues; and actively participating in academic functions.

#### **GENERAL INFORMATION:**

**Campus:** Humboldt State University (HSU), located in Arcata, California, 275 miles north of San Francisco, is a proud member of the public California State University (CSU) system with a strong history of acting on its ideals of social justice and environmental responsibility. HSU has been ranked as a top Western university (U.S. News & World Report) and a “Best in the West” college (Princeton Review). HSU has also been recognized as a Green College, and in 2016 won a national “Outdoor Nation” challenge. It is also a Military-Friendly, Vegan-Friendly, and LGBT-Friendly institution. HSU hosts nationally recognized performers, speakers, and art exhibitions and is a regional center for the arts. HSU students enjoy a rich campus life through more than 180 campus clubs, access to a state-of-the-art recreational facility, and 12 NCAA Division II athletic teams. HSU is committed to diversity in all forms; it has recently been designated a Hispanic-Serving Institution, is located amongst the largest population of American Indians in the state, and maintains strong relationships with the twelve federally recognized tribes in its service area. HSU’s hometown of Arcata has a population of more than 17,000 and is known for its vibrant and welcoming community. Local elementary and secondary schools are ranked as high performers statewide and nationally.

**Library:** HSU Library promotes teaching, learning, research, and scholarship by integrating information resources with innovative programs and services. HSU Library is committed to empowering community, lifelong learning, research and scholarship, connecting people and ideas to inspire learning through curiosity and creativity. For more information visit: <http://library.humboldt.edu/>

**APPLICATION:** Qualified candidates should submit the following materials through Interfolio:

Click here to apply: <https://apply.interfolio.com/55167>

- ✓ Letter of application;
- ✓ Curriculum vitae;
- ✓ Graduate transcripts (unofficial copies are sufficient for initial review); and
- ✓ Names and contact information for three professional references

Additional application materials may be requested at a later time.

Please direct any questions pertaining to this position, the University Library, or Humboldt State University to:

**Brianne Hagen, Search Committee Chair**  
**University Library**  
**Humboldt State University**  
**One Harpst Street**  
**Arcata, California 95521-8299**  
**Phone (707) 826-5592**  
**Email: [brianne.hagen@humboldt.edu](mailto:brianne.hagen@humboldt.edu)**

**APPLICATION DEADLINE:** This position is open until filled. First consideration will be given to completed applications received no later than **November 16<sup>th</sup>, 2018**. Early response is encouraged.



See more photos at [Humboldt State University's Flickr page](#).

*It is the responsibility of the applicant to provide complete and accurate employment information. Evidence of required degree(s), certifications(s), or licenses(s) will be required prior to the appointment date. A background check (including a criminal records check, employment verification, and education verification) must be completed satisfactorily as a condition of employment with the CSU. Certain positions may also require a credit check, motor vehicle report, and/or fingerprinting through Live Scan service. Adverse findings from a background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position. All CSU employees are obligated to respond to and report incidents of sexual harassment and sexual violence. The successful candidate for this position will be mandated to receive relevant training on an annual basis. The person holding this position is considered a 'limited reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment. New employees hired by the CSU for the first time who first become CalPERS members on or after July 1, 2017 are subject to a 10 year vesting period for retiree health and dental benefits. Humboldt State University is a Title IX/Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, protected veteran status, or any other legally protected status. If accommodations need to be made during the recruitment and interview process, please contact Human Resources at (707) 826-3626 or [hsuhr@humboldt.edu](mailto:hsuhr@humboldt.edu).*

Humboldt State University is part of the 23-campus California State University system. The University has a comprehensive arts and sciences curriculum, which is recognized nationally for its high academic quality. Founded in 1913, HSU is one of the premier public institutions in the western United States; it is a residential and rural campus with an enrollment of approximately 8,000 students. The main campus is located in Arcata, California, in the northwestern part of the state along the coast, situated among redwood trees in an area that offers unmatched scenic beauty, moderate climate and opportunities for outdoor activities. The surrounding Humboldt County locale has a population of around 130,000. The community offers an excellent range of businesses, services and cultural activities/performances. The local schools are ranked in the top performance percentiles, both nationally and in the state. Additional information about Humboldt State University can be found at: <http://www.humboldt.edu>.