



**University
Library**

PORTLAND STATE UNIVERSITY

Job Title / Rank **Research and Instruction Librarian / Instructor**
Department **Library**
FTE **1.0 FTE, 12-month, benefits eligible**

Located in Portland, Oregon, one of the nation's most livable cities, Portland State has an innovative approach to education that combines academic rigor in the classroom with field-based experiences through internships and classroom projects with community partners. The University's 49-acre downtown campus exhibits Portland State's commitment to sustainability with green buildings, while many of the 124 bachelor's, master's and doctoral degrees incorporate sustainability into the curriculum. PSU's motto, "Let Knowledge Serve the City," inspires the teaching and research of an accomplished faculty whose work and students span the globe.

PSU seeks talented individuals who understand our values and strategic goals and enjoy sharing ideas and collaborating in an environment of mutual respect to achieve those values and goals. We are committed to leading through engagement and seek individuals who support this strategy. Engagement describes Portland State's collaborative approach to the exchange of knowledge and resources with local, regional, national, and global partners for mutual benefit of students, faculty, and the community.

As a component of the Diversity Action Plan and the President's Strategic Mission of achieving global excellence, Portland State University strives to become an institution that is recognized nationally and internationally for the accomplishments of its faculty, the reputation of its programs, and the preparation of its students as world citizens.

Portland State University supports equal opportunity in admissions, education, employment, housing, and use of facilities by prohibiting discrimination in those areas based on age, color, disability, marital status, national origin, race, religion or creed, sex or gender, gender identity or gender expression, sexual orientation, veteran status, or any other basis in law. This policy implements state and federal laws. Inquiries about it should be directed to the Office of Equity and Compliance, 1600 SW 4th Avenue, Suite 830, Portland, OR 97201, 503-725-5919, or via email to: diversity@pdx.edu.

Various assignments for non-tenure track instructional and research faculty may include direct instruction, supporting scholarly activities, and service to the University, community, and profession. Expectations for the position are summarized below and will be the principal components upon which annual review and reappointment decisions will be based. The position description is incorporated by reference in the Notice of Appointment, consistent with the practices outlined for non-tenure track faculty in the current PSU-AAUP collective bargaining agreement (Article 18).

General Description: The Research and Instruction Librarian develops instructional material and provides reference and information services for the University's students and faculty as well as members of the general public. The position provides library instruction in the classroom and online, with a focus

on general education classes, particularly the University Studies program; coordinates initiatives and training for Library faculty and staff to support classroom, online and distance programs in their respective areas; supports course-integrated online information literacy instruction in a collaborative environment; and produces instructional and outreach content in traditional and digital formats. The instruction load varies significantly from term to term and within terms. Some evening and weekend instruction services and/or reference duty are required. Portland State non-tenure track faculty librarians contribute to faculty governance activities within the Library and the University. Non-tenure track faculty engage in research activities and professional service, as assigned. This 12-month, non-tenure track faculty position reports to the Research & Instruction Services Manager.

Essential Key Cultural Competencies:

- Create an environment that acknowledges, encourages, and celebrates differences.
- Function and communicate effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities, and cultural backgrounds.
- Seeks opportunities to gain experience working and collaborating in diverse, multicultural, and inclusive setting with a willingness to change for continual improvement.
- Adhere to all of PSU's policies including the policies on Prohibited Discrimination & Harassment and the Professional Standards of Conduct.

Instructional Activities:

- Teach general education classes and other classes. May include work during some evening and weekend hours.
- Design, develop, and maintain online learning objects and guides, Web tutorials, Web pages, and other digital resources; perform post-production editing.
- Collaborate with subject librarians to develop and produce course-integrated online information literacy instruction.
- Provide outreach to PSU programs and services.
- Provide reference and information services to the University's students and faculty as well as members of the general public, through virtual reference and work at the reference desk.
- Participate in library instruction assessment efforts.
- Maintain awareness of developments and trends in reference and instruction.
- Maintain current expertise through participation in workshops, classes, professional associations and networks, and through continued awareness of the scholarly literature.

Research/Scholarly Activities:

- Engage in scholarship and research activities, as assigned.

University Service Activities:

- Contribute to faculty governance activities within the Library and the University, as assigned.

Professional Service Activities:

- Engage in professional service, as assigned.

Other responsibilities:

- Occasionally direct the work of part-time student employees, volunteers, or interns.
- Support the mission, goals, and objectives of the University and the Library.
- Other duties as assigned.

Required Qualifications

- ALA-accredited MLS.
- At least one year experience delivering reference service in an academic library.
- Recent experience delivering instruction.
- Experience developing online learning objects, tutorials, videos using multimedia software and platforms.
- Ability to successfully complete a background check and provide transcripts.

Preferred Qualifications

- Experience integrating information literacy concepts into teaching.
- Experience delivering instruction to lower division undergraduates in an academic environment.
- Demonstrated commitment to practices facilitating diversity and inclusion.
- Effective communications and collaboration skills.
- Flexibility and the ability to work positively in a fast-paced, changing environment while collaborating with diverse colleagues, faculty, students, and the community.

Compensation

The salary is \$52,044 with an excellent benefits package.

To Apply:

To apply, please create an account and apply through the Portland State University career portal:

<https://jobs.hrc.pdx.edu/postings/24089>

Review of applicants will begin approximately August 25, 2017, and will remain open until finalists are identified.

For those requiring a reasonable accommodation to apply: In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with Portland State University, please call 503-725-4926 or email askhrc@pdx.edu

Portland State University is an Affirmative Action, Equal Opportunity institution and welcomes applications from diverse candidates and candidates who support diversity.