



# **Columbus State University**

## **Dean of Libraries**

Job ID: 1573

Full/Part Time: Full-Time

Regular/Temporary: Regular

### **Job Summary**

Columbus State University (CSU) invites applications and nominations for the position of Dean of Libraries. This position reports directly to the Provost and Executive Vice President and is a key member of the Deans' Council, Academic Council and participates in university-wide decision making and planning. The successful candidate will have an exciting opportunity to advance academic excellence through engagement, collaboration, and innovation.

Columbus State University Libraries serve a university with four academic colleges- College of the Arts, D. Abbott Turner College of Business, College of Education and Health Professions, and the College of Letters and Sciences, as well as an Honors College. CSU Libraries focuses on a high-quality research experience for students, faculty, and community members through a forward-thinking vision for innovation, stimulating and supporting intellectual inquiry, and a strong commitment to education and engagement. CSU Libraries supports teaching, learning, and creative exploration in two physical locations, the main campus Schwob Memorial Library and the River Park campus Music Library. It offers robust physical and online programs and services that includes 370,000 books, periodicals and other print materials as well as 11,400 multimedia materials. It also houses Archives and Special Collections, a government documents collection as a designated Federal Depository Library, and coordinates University Records Management.

### **Responsibilities**

The Dean of Libraries will provide academic, intellectual, and administrative leadership and guidance with an emphasis on innovation, high quality customer service, and engagement for the units housed within the University Libraries. The Dean must possess effective communication and interpersonal skills with a strong commitment to collaboration within the libraries and across the university community. The Dean will demonstrate an understanding of the evolving role of academic libraries as an innovative academic hub focused on meeting student and faculty needs. The Dean will work closely with colleges, student support services, offices, and services across the university and in the community. Key elements of our institution's strategic plan focus on achieving Academic Excellence, being a Student-Centered Campus, and promoting Partnerships with internal and external constituents. The Dean of Libraries will lead efforts to conceptualize and articulate goals for the libraries that reflect strategic priorities of Columbus State University,

but in particular, focus on being student-centered, supporting faculty research, and creating a campus culture of innovation and creativity.

## **Required Qualifications**

- MLS or related degree from an ALA-accredited institution and a second master's degree in another discipline.
- Experience and qualifications to warrant appointment as a tenured Professor in the University Libraries.
- Three to five years' of progressive leadership experience demonstrating administrative and fiscal management experience in an academic library environment.
- Extensive knowledge of best practices and trends in library services in a University environment.
- Extensive and recent experience with using technology to enhance the library experience.
- Effective oral and written communication to students, faculty, staff, and community members.
- Proven ability in leading a team, setting goals, monitoring performance, and holding a team accountable for results.
- Strong commitment to team building and staff development.
- Record of sound and ethical decision-making, integrity, and professionalism.
- A strong commitment to professional development and record of accomplishment of engagement with professional associations.
- Familiarity with records management theory and practice.

## **Preferred Qualifications**

- Doctoral degree in Library Sciences or related field
- Experience working closely with Student Services within the library environment, including academic instruction, advising and tutoring.
- Experience working with library consortia, such as the Georgia Library Consortium, GALILEO

## **Required Documents to Attach**

Application materials should be submitted by the target date of January 15, 2019, although expressions of interest may be considered until the position is filled. References will only be contacted with permission of the candidates.

### **Required Documents to Submit with Online Application:**

- Cover Letter/Letter of Application (State how experience/qualifications connect with required/preferred characteristics and priorities expressed in description)
- Curriculum Vitae
- Unofficial Transcripts (Official transcripts from all institutions attended must be received prior to campus visit)

- Leadership Philosophy
- Five references (Please include names, professional relationship to reference, addresses, email addresses, and current telephone numbers)

A complete application package must be submitted using the Columbus State University's online employment site.

## About Us

Columbus State University provides a creative, deeply personal and relevant college experience. The University aspires to have faculty and staff reflect the rich diversity of its student body and the Columbus region. Serving the Southeast while attracting students from around the world, Columbus State thrives on community partnerships to deliver excellence for students who want to achieve personal and professional success in an increasingly global environment. Students at Columbus State University find success in a learning environment that both challenges and mentors them. Our academic mission is to engage students in acquiring the knowledge, skills, and values necessary to thrive in, and contribute to, a pluralistic, complex world. Just 100 miles southwest of Atlanta, Columbus State University is a proud member of the University System of Georgia, enrolling more than 8,400 students in a wide variety of degree programs, from online degrees to a doctorate in education. Among public regional universities in the South, Columbus State University recently ranked No. 46 in the "Best Colleges" rankings by U.S. News & World Report and No. 1 in the "Best Online Colleges in Georgia" for providing the best opportunities and value for students seeking online training and educational programs by the Affordable Colleges Online.

Columbus State University has a nationally recognized track record of partnership and outreach through efforts such as the Cunningham Center for Leadership Development, Coca-Cola Space Science Center, Oxbow Meadows Environmental Learning Center, and its own residence – the Spencer House – in Oxford, England. The University has two primary campus locations in Columbus, Georgia: the original campus on 150 acres in midtown Columbus and a beautiful campus in historic downtown Columbus overlooking the Chattahoochee River. The Columbus region, with more than 350,000 residents, is home to world-class enterprises such as Aflac, Synovus, W.C. Bradley Company, TSYS and Ft. Benning, the U.S. Army's Maneuver Center of Excellence headquarters. For additional information about the University visit our website at [www.ColumbusState.edu](http://www.ColumbusState.edu).

## Contact Information

If you have any questions, please contact the Human Resources Office at 706-507-8920 or e-mail to [hr@columbusstate.edu](mailto:hr@columbusstate.edu).

## Conditions of Employment

A successful criminal background check will be required as a condition of employment.