

**University of Derby Job Description**

# **Job Summary**

## **Job Title**

University Librarian

## **College/Department**

Library and Learner Support

## **Location**

Derby

## **Job Reference Number**

0420-21

## **Salary**

£68,175 to £91,655 per annum

## **Reports To**

Provost (Learning & Teaching)

## **Line Management Responsibility**

Yes

# **Job Description and Person Specification**

## **Role Summary**

The University Librarian has cross-institutional strategic and academic leadership responsibility for library services, learning resources and integrated study skills enhancement services. The role is key to promoting academic excellence and contributing to the realisation of a student centric approach to the student experience and success.

You will be actively engaged with professional and academic networks, build productive relationships and be creative in identifying new opportunities and delivering innovative solutions. The design of services and the collection will create opportunities for all members of the University to explore knowledge, learn, develop skills and benefit from the resources in the Library and beyond. You will have a commitment to ensuring the Library meets the diverse needs of learning, teaching and academic communities, curricula and pedagogies of the University. You will be innovative, understand the opportunities of new technologies and be able to lead an efficient and responsive library to enable quality learning and research and excellence in the student experience.

## **Principal Accountabilities**

1. To develop the vision and strategy for the provision of library and knowledge resources, ensuring that these evolve to reflect the University’s priorities and the changing needs and priorities of students, academics and researchers with a focus on inclusion, skills development, digital transformation, celebrating knowledge and learning, and enabling success.
2. Evaluate the impact of the Library and ensure continuous improvement.
3. To define and agree business plans, measurable goals and performance targets; ensuring that relevant processes are in place to deliver strategic goals, continuous improvement and compliance appropriate to the operating environment.
4. Lead collaboratively and enable the Library team to work effectively across the organisation so that the Library Collection is aligned with the learning, teaching and research of the University and information literacy and digital skills are embedded throughout the student journey.
5. Ensure the service is positioned to respond effectively to emerging challenges in a range of areas (i.e. new technologies, social media and pedagogical changes).
6. Lead institutional study skills support, ensuring that services are integrated, evidence-based and inclusive.
7. Ensure the service and learning resource infrastructure provides effective support to all parts of the University’s academic community.
8. Deliver best value within the agreed financial and technical resources of the Library. Operate within the University procedures and practices and evidence informed approaches.
9. Work with other senior colleagues across the University to develop and implement strategic innovations and developments in curriculum design, learning, teaching and research.
10. Act as an advisor to the University on scholarly communications.
11. Lead, engage, motivate and develop the Library team, securing effective performance management and increased innovation and creative in service delivery.
12. Develop and maintain a regional, national and international profile; contributing to the development of cooperative schemes.
13. Actively engage with relevant learning and teaching of research projects with the University.

## **Person Specification**

### **Essential Criteria**

#### **Qualifications**

* Qualified Librarian
* Honours degree
* Evidence of relevant continuous professional development and active memberships or affiliations with relevant external associations or networks (such as the Chartered Institute of Library and Information Professionals)
* An academic profile and teaching/research/pedagogic track record commensurate with a senior academic leadership post
* Relevant postgraduate qualification

#### **Experience**

* Proven track record of leadership in a University library, including academic liaison and management of relationships with suppliers
* Evidence of applying an understanding of the evolution of libraries, publishing, open access, information management, technology and social media, including relevant legislation, to deliver robust library services
* An excellent record of successful leadership and management within higher education
* Extensive experience of budget management
* Evidence of developing and driving an inclusive, innovative customer centred Library and knowledge resource strategy

#### **Skills, knowledge & abilities**

* Excellent knowledge and understanding of library services, data management, systems and publishers with expertise in relationship management, system and service development, copyright and scholarly communications
* Evidence of personal track-record in relevant area of research and/or understanding of the higher education research environment and landscape
* Ability to promote library services, information and digital literacy at a strategic level
* Ability to represent the University and the service externally and to build productive relationships across the sector and with suppliers
* Ability to assimilate changes in the sector which impact on the service and respond appropriately
* Excellent communication (written and verbal), including strong negotiation and influencing skills
* A collaborative leadership approach, and demonstrable ability to manage and motivate teams and across internal and external networks to achieve impact
* Ability to build and use networks at international, national and local levels to deliver an extensive provision and to maximise the use of collaborations to further learning, teaching and research
* Commitment to outstanding customer service and continuous quality improvement

# **Benefits**

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

The University of Derby is committed to promoting equality, diversity and inclusion. However you identify, we actively celebrate the knowledge, experience and talents each person brings

For more information on the benefits of working at the University of Derby go to [the Benefit pages of our website.](https://jobs.derby.ac.uk/display.aspx?id=1912&pid=0&tabId=230)