



Role of University Librarian

Vanderbilt University invites nominations and applications for the position of University Librarian. The University Librarian will serve as the executive administrator of the Jean and Alexander Heard Library, with responsibility for the Television News Archive and nine divisional libraries, including: the Central Library, Special Collections & University Archives, Peabody Library, Divinity Library, Alyne Queener Massey Law Library, Walker Management Library, Anne Potter Wilson Music Library, Sarah Shannon Stevenson Science & Engineering Library, and the Eskind Biomedical Library.

Reporting to the Vice Provost for Learning and Residential Affairs, the University Librarian will oversee collection acquisition and development, budgeting, staff, fundraising, the maintenance and formation of state, regional, national, and international partnerships, library services, physical space, information technology adoption and development, website development, and strategic planning. The ideal candidate will be a collegial, visionary, experienced leader, with the proven ability to manage, develop, and forward the strategic vision of an academic research library, while successfully implementing operational details and managing staff.

Specific Responsibilities

- **Support Teaching and Research.** The University Librarian will advance the research and teaching mission of Vanderbilt University by supporting the quest for new knowledge through scholarship, dissemination of knowledge through teaching and outreach, and creative experimentation of ideas and concepts.
- **Serve.** The University Librarian will foster a culture of service in support of Vanderbilt University students, faculty, staff, and the greater Nashville community.
- **Strengthen.** The University Librarian will strengthen Vanderbilt's divisional libraries.
- **Forward Internal Collaboration.** The University Librarian will inspire and nurture cross-disciplinary collaboration across the divisional libraries leveraging the diverse expertise of Vanderbilt's liaison librarians.
- **Forward External Collaboration.** The University Librarian will serve as an ambassador and advocate for the library by developing partnerships with other academic research libraries, and regional and national library associations.
- **Innovate.** The University Librarian will develop a vision to ensure that the Heard Library embodies a model of modern librarianship.
- **Collaborate.** The University Librarian will work closely with the university leadership and with deans and department chairs to prioritize and focus future library developments.
- **Lead, Recruit, and Manage Staff.** The University Librarian will recruit, develop, motivate, and evaluate a Library workforce in alignment with job expectations, professional roles, and the University mission. A central element of this responsibility will be to implement professional development and scholarship

among Library staff.

- **Assess.** The University Librarian will establish meaningful, measureable goals for organizational accomplishment, assess outcomes on an annual basis, and develop a culture of accountability among direct reports.
- **Oversee Library Finances.** The University Librarian will function as the chief fiscal officer by monitoring financial and managerial reporting and by making sound fiscal decisions to the benefit of the Library and Vanderbilt University.
- **Engage in Campus Life.** The University Librarian will be involved in campus scholarly life, forming relationships with students, staff, and faculty across the undergraduate and professional schools.

Qualifications

Minimum Qualifications

- The successful candidate will bring a combination of expertise and experience from both the academic discipline and library/information sciences. A graduate degree is expected, whether that is an advanced degree in a related discipline along with extensive library experience, or an MLIS with a combination of relevant library and academic experience.
- Demonstrated knowledge of key trends in library science, including the ability to evaluate emerging technologies.
- Demonstrated success in recruiting, leading, and managing library staff, including instituting professional development opportunities.
- Superb written, oral, and interpersonal communication skills.
- Demonstrated experience with budgeting, financial management, and resource allocation.
- Demonstrated success in fostering diversity and inclusion.
- Demonstrated knowledge of special collections and university archives.

Preferred Qualifications

- Ph.D. or other terminal degree.
- Successful fundraising experience, with a record of obtaining grants.
- Experience with regional accreditation requirements.

Application Process

Inquiries, nominations and applications are invited. Interested candidates should submit confidentially, in electronic form (Microsoft Word or Adobe PDF files preferred), a curriculum vitae and letter of interest to candy.lindsay@vanderbilt.edu.

Candy Lindsay
Senior Director, Talent Management & Operations
Human Resources
Vanderbilt University and Medical Center
candy.lindsay@vanderbilt.edu
615.322.7197

Vanderbilt University is an Equal Opportunity, Affirmative Action Employer. The University actively encourages applications and nominations of women, minorities, and persons with disabilities and applications from candidates with diverse cultural backgrounds.