

## POSITION VACANCY ANNOUNCEMENT

- POSITION:** History Librarian
- RANK:** Assistant University Librarian
- REPORTS TO:** Assoc. Chair, Humanities and Social Sciences Library (Library West)
- SALARY:** \$57,604 minimum salary  
The Smathers Libraries offer a salary commensurate with experience and credentials
- JOB NO #:** 521130
- DEADLINE DATE:** April 21, 2022 - applications will be reviewed as received

### JOB SUMMARY

The History Librarian is a year-round (12 month), tenure-track library faculty position, in Library West, the Humanities & Social Sciences (H&SS) branch of the George A. Smathers Libraries, and is primarily responsible for the overall development, management, and coordination of the Libraries' resources in all formats for history. The primary collection management focus of this position is general history but a knowledge of North American history, global history and intersections with humanities and social sciences will be a necessary secondary focus.

The position supports the University's academic programs including the Department of History as well as interdisciplinary programs supported by the College of Liberal Arts and Sciences. Responsibilities include analyzing the University's programs in and related to History, collaborating with librarians and academic faculty to establish collection profiles, selection guidelines, and preservation, location and cataloging priorities; and evaluating existing collection strengths and current collecting intensities. The position collaborates with other employees, providing support in the broader areas of the social sciences, especially overlapping, interdisciplinary areas, manages specialized subject area reference services, library instruction, and online database services, and participates in branch and libraries-wide outreach programming.

The Smathers Libraries are committed to creating a thoughtful, equitable, and inclusive culture that provides space for innovation and creativity. We support that commitment by offering a fulfilling work experience that allows for collaboration, growth, and development as well as shared perspectives. To support all colleagues, students, faculty, and staff and foster excellence in a diverse and collaborative society, the libraries are actively seeking candidates who bring culturally-rich lived experiences to work with individuals of diverse backgrounds, experiences, races, ethnicities, genders, sexual orientations, and perspectives.

The library encourages broad participation in reaching decisions and consequently, the History Librarian will contribute to discussions and provide input and serve on various committees and teams.

The History Librarian will pursue professional development opportunities, including research, publication, and professional service activities to meet library-wide criteria for tenure and promotion.

## **RESPONSIBILITIES**

- Develops relationships and collaborates with appropriate academic faculty and students including those in the Department of History and interdisciplinary programs supported by the College of Liberal Arts and Sciences. Collaborates with and supports affiliated centers and programs such as the Bob Graham Center for Public Service, Election Science Group, Florida Survey Research Center, and Centers for African, European, Jewish, and Latin American Studies, Global Islamic Studies, and the program in American Indian and Indigenous Studies.
- Stays abreast of the development of academic programs and faculty interests to ensure that the Libraries' collections and services support curriculum and research needs and informs clientele about relevant Libraries' resources and services.
- Responsible for advanced reference and research consultation and instruction in support of history studies, including the development of LibGuides and other online resources.
- Participates in Library West general instruction initiatives using active learning methods in both traditional classroom and online settings and employing a variety of educational technologies.
- Defines goals, establishes objectives, plans and manages budgets, and coordinates collection development activities with other subject specialists, and librarians, with respect to resources for history and related collections.
- Analyzes the history collection development program and activities, and provides reports, strategies, assessments, and studies or surveys as required.
- Participates in the Humanities and Social Sciences general reference and research assistance program and the Smathers Libraries' online, chat reference program.
- Actively engages in diversity, equity, and inclusion initiatives, supports diverse communities, and creates a welcoming environment for all.
- Engages in Library West and Libraries'-wide outreach and student engagement programming.
- Engages in professional development opportunities including research, publication, grants, and professional service activities to meet library-wide criteria for tenure and promotion.

## **QUALIFICATIONS *Required:***

- Master's degree in Library or Information Science from an ALA-accredited (or foreign equivalent) program, or other relevant advanced degree in subject specialty with a minimum of two years of library work experience.
- Bachelor's degree in general history or related social science or humanities discipline, or work experience in one of these subject areas.
- Familiarity with general history scholarly literature.
- Ability to work both independently and collaboratively with faculty, students, administrators, and the public.
- Initiative, flexibility, and the ability to adapt and work creatively in a complex, rapidly changing academic work environment.
- Competence with information technologies and demonstrated effectiveness in integrating technology with traditional library services, resources, and instruction.
- Strong commitment to user-focused service.
- Demonstrated focus on including individuals of diverse backgrounds, experiences, races, ethnicities, gender identities, sexual orientation, and/or perspectives in research, teaching, service, or other work.
- Evidence of excellent interpersonal skills including oral and written communication, including presentation and/or teaching and/or training skills.

- Strong potential to meet the requirements for tenure and promotion outlined in the [departmental by-laws](#).

Research indicates that applicants from underrepresented groups are hesitant to apply for positions if they do not meet all the required and preferred qualification.<sup>1</sup> We want to emphasize that the **preferred** qualifications – listed below - are not required and that we are committed to helping our future colleague develop the preferred skills. Additionally, applicants are encouraged to communicate how their work and other experiences satisfy the required qualifications in ways that may not be obvious.

***Preferred:***

- Advanced degree with specialization in North American or global history.
- Work experience in a library with extensive social sciences or humanities materials.
- Experience in collection management.
- Experience with, or coursework in, classroom instruction.
- Experience with, or coursework in, digital humanities.

**HUMANITIES AND SOCIAL SCIENCES LIBRARY (LIBRARY WEST)**

[Library West](#) is the largest branch library on the UF campus, with 16 faculty and 14 staff members, seating for 1,400 patrons, 1.7 million volumes of in-house materials, and over 200 public computers, including a wide variety of circulating A/V technology and equipment items. Pre-pandemic, Library West received over 1.4 million visitors annually.

Renovated in 2006, the branch footprint expanded from 50,000 sq. ft. to 88,000 sq. ft. and offers 18 group study rooms, an accessibility studio, a video recording studio, 12 online proctored testing booths, faculty and graduate carrels as well as a limited-access floor for graduate students. One classroom, the Library Instruction Lab, is available with 19 computers for hands-on instruction. The Scott Nygren Digital Scholars Studio supports instruction and project collaboration for researchers in digital humanities. Within the branch, there are five functional units: Research Assistance, Instruction and Outreach, Collections Management, Collections Services, and User Services; these units are managed by coordinators who oversee the daily functions. Library West is also home to the Libraries Administration, Human Resources and Fiscal Services, Library Facilities Planning, and the Access and Resource Sharing unit, providing ILL (interlibrary loan) and Reserves services for all branches. A Starbucks is located in the building, along with a newly renovated café area. [Organizational chart](#)

**UNIVERSITY OF FLORIDA LIBRARIES**

The libraries at the University of Florida form the largest academic information resource system in the state of Florida with seven libraries and two off-campus facilities. The [George A. Smathers Libraries](#) are comprised of six of the campus libraries, and the off-site facilities. In addition to this system, the [Lawton Chiles Legal Information Center](#) is part of the Levin College of Law. The Libraries hold over 6.27 million print volumes, 1.5 million e-books, 145,000 full-text electronic journals, over 1000 electronic databases, 1.3 million documents, over 15 million digitized pages from the Libraries' collections and 1.4 million maps and images. Distinctive holdings include the Isser and Rae Price Library of Judaica, Latin American and Caribbean Collection, Baldwin Library of Historical Children's Literature and the P.K. Yonge Library of Florida History. The Libraries maintain partnerships and engage in a variety of collaborative, international projects as well as the UF and statewide communities of scholars. . We are a member of the Association of Research Libraries (ARL) and other regional library consortia.

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<sup>1</sup> Schmalting, K. B., Blume, A. W., & Baker, D. L. (2017). Characteristics of Faculty Position Advertisements Associated with Applicant Diversity. *Journal of Higher Education Theory & Practice*, 17(8), 10–17. Collier, D., & Zhang, C. (2016). Can We Reduce Bias in the Recruiting Process and Diversify Pools of Candidates by Using Different Types of Words in Job Descriptions? *Mohr, T. S.* (2014). Why Women Don't Apply for Jobs Unless They're 100% Qualified. *Harvard Business Review*, 25.

The [library staff](#) consists of more than 300 FTE librarians, technical/clerical staff, and student assistants. The George A. Smathers Libraries are strong advocates for inclusion and intellectual freedom. The Libraries' commitment to both is articulated in the [Inclusion and Intellectual Freedom Statements](#). The Smathers Libraries will foster and maintain a culture that supports DEI, as values are foundational and permeates all aspects of our organization per [Strategic Directions 4: Diversity, Equity, and Inclusion](#). Support for professional development is central to the Smathers Libraries. Supports include a formal mentoring program, a robust training program, release time for research and professional service, a comprehensive grants program, and funding for professional development travel.

## **THE UNIVERSITY OF FLORIDA**

The University of Florida (UF) is the state of Florida's preeminent university. The state's oldest and most comprehensive university, UF is among the nation's most academically diverse public universities and won the 2018 [Senator Paul Simon Award for Comprehensive Internationalization](#). UF is currently fifth among "Top Public Universities" in the U.S. News and World Report and second among Forbes "Best Value Public Colleges (2016)". UF has a long history of established programs in international education, research, and service. It is one of only 17 public, land-grant universities that belong to the [Association of American Universities](#). At UF we have some of the top faculty in the country. In addition to attracting over \$900 million in research each year, they foster a uniquely collaborative environment that transforms potential into actual results. UF traces its beginnings to a small seminary in 1853 and is now one of the largest universities in the nation, with more than 50,000 students. The University of Florida seeks to address key challenges of our time, from COVID-19 to racism. [Stronger Together: Promoting Racial Justice through Awareness and Action](#) provides UF faculty and staff with a series of educational offerings to help them better understand and address racism and bias and help promote racial justice at the individual, institutional, and systemic levels. For more information, please consult the [UF homepage and the Office of the Chief Diversity Officer website](#).

## **BENEFITS**

[University benefits](#) for this position include retirement plan options, insurance benefits, paid family leave (parental and medical), tuition fee waiver program, and employee assistance program, as well as paid time off and holidays. Gainesville, Florida, has no state or local income tax. The University of Florida provides ongoing [guidelines and resources related to COVID-19](#), including [free testing](#) on campus.

## **AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY**

The University of Florida is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, and veteran status in all aspects of employment including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. We are dedicated to the goal of building a broadly diverse and inclusive faculty and staff within a culturally diverse and pluralistic environment; we invite all qualified applicants including women, members of underrepresented groups, individuals with disabilities, and veterans. The University of Florida is a public institution and subject to all requirements under the Florida Sunshine and Public Records laws.

If accommodation due to a hearing or speech disability is needed to apply for this position, please call 352-392-2477 University of Florida Human Resources or the Florida Relay System at 800-955-8771 (TDD).

## **GAINESVILLE COMMUNITY**

Gainesville and the surrounding community are home to approximately 257,000 people and both the University of Florida and Santa Fe College. The city is surrounded by more than 40 nature parks, including many spring-fed lakes and rivers, with many paved and unpaved trails for recreation. The city is just over

an hour from the Gulf of Mexico and the Atlantic Ocean. Gainesville is an [award winning](#) and innovative city, friendly to both professionals and families. The [Guide to Greater Gainesville](#) combines award winning photography and compelling articles that capture all the reasons for calling Gainesville your next home. The City of Gainesville is a progressive municipality that seeks to [promote racial equity](#). The area has numerous cultural institutions and is a haven for sports fans. Jacksonville, Orlando, Tampa, Tallahassee, and St. Augustine are all within a two-hour drive.

### **APPLICATION PROCESS**

To apply, submit

- a cover letter detailing your interest in, and qualifications for this position
- your current resume or CV
- a list of three references including their contact information (telephone number and email address)
- A 250-word written statement: "Please describe how you would approach library outreach in an increasingly diverse and international academic environment."

Apply by April 21, 2022 (applications will be reviewed as received). Submit all application materials through the Jobs at UF online application system at [Job Number 521130](#). Failure to submit the required documents may result in the application not being considered. If you have any questions or concerns about this process, please contact Joe Piazza, George A. Smathers Libraries Human Resources Office, at [jpiazza@ufl.edu](mailto:jpiazza@ufl.edu).