Assistant Vice President for Information Services, Director of New Brunswick Libraries
Rutgers University–New Brunswick

Rutgers, The State University of New Jersey, seeks an experienced and accomplished library leader to serve as Assistant Vice President for Information Services, Director of New Brunswick Libraries. This position has an essential role, providing leadership for fifteen libraries and centers, including Special Collections and University Archives, across eight locations at Rutgers University–New Brunswick, the flagship of Rutgers University. This position reports directly to the Vice President for Information Services, University Librarian.

The AVP/Director will develop an expansive vision for the New Brunswick Libraries that—like the university they serve—is innovative and focused on excellence in research and student success. The AVP/Director has an active role within Rutgers–New Brunswick, working closely with campus stakeholders, including the chancellor, provost, the deans of various schools, and directors of other units to ensure that the collections, services, and spaces of the libraries continue to contribute to the mission and success of the university.

The AVP/Director provides management for all aspects of library services, budget, personnel, and direct oversight of the New Brunswick Libraries, which include four main libraries (Alexander, Douglass, Kilmer, and Library of Science and Medicine), disciplinary branches for agriculture/environmental science, math/physics, and art, as well as an annex facility and Special Collections and University Archives.

The AVP/Director reports to the Vice President for Information Services and University Librarian and, along with the Directors of Rutgers University–Camden, Rutgers University–Newark, and Rutgers Biomedical and Health Sciences, and other library leaders, serves as a member of the senior management team of Rutgers University Libraries. In this role, the AVP/Director shares responsibility for setting librarywide priorities and developing strategies and initiatives to ensure that central and shared library services—including collections, the Libraries’ web presence, and discovery platform—support the needs of Rutgers–New Brunswick and the broader goals of Rutgers University.

The AVP/Director is expected to seek external support for programs and initiatives through grants, gifts, and external fundraising, and will represent the Libraries within the university, the state, and on national committees.

RESPONSIBILITIES:

- Fosters professional growth and accomplishment for library faculty and staff; has direct responsibility for personnel matters, including the recruitment, appointment, and evaluation of 36 librarians and archivists with faculty status, 70 staff, and student and hourly support staff.
- Manages an annual budget of over $8M ($7.5M salaries, $500K operations).
- Leads the strategic planning and development of resources, facilities, and services to serve the research and informational needs of a diverse population of students and scholars at Rutgers–New Brunswick.
• Provides leadership and vision for the development, organization, preservation, and conservation of Special Collections and University Archives.
• Provides leadership within Rutgers University Libraries, setting priorities and developing the infrastructure necessary to support a large, complex organization in a rapidly changing environment.
• Champions Rutgers University Libraries’ resources and services and the New Brunswick Libraries to the chancellor, provost, deans, department chairs, program directors, and faculty of Rutgers–New Brunswick.

QUALIFICATIONS: The position requires an MLS from an ALA accredited institution or an equivalent degree; minimum of five years significant and progressively responsible management experience in an academic library; ability to articulate the role of academic libraries in support of research and instruction in a digital environment; demonstrated ability to engage librarians and staff in collaborative planning and delivery of user-centered services; ability to work with a diverse academic community; knowledge of new information technologies, scholarly communication, and the presentation of services in a digital environment; excellent analytical, interpersonal, oral, and written communication skills; and a record of accomplishment in dealing with change. Ability to meet the requirements of faculty tenure with a record of scholarly accomplishment and professional service upon appointment is required. Additional advanced degree preferred. The successful candidate must be eligible to work in the United States.

Visa sponsorship is not available for this position.

SALARY: The salary is competitive and commensurate with qualifications and experience.

STATUS/BENEFITS: Faculty status with a calendar year appointment. Benefits include retirement plans; life/health insurance; prescription drug, dental, and eyeglass plans; tuition remission; and 22 days of vacation.

Rutgers, The State University of New Jersey, is an Equal Opportunity / Affirmative Action Employer. Qualified applicants will be considered for employment without regard to race, creed, color, religion, sex, sexual orientation, gender identity or expression, national origin, disability status, genetic information, protected veteran status, military service or any other category protected by law. As an institution, we value diversity of background and opinion, and prohibit discrimination or harassment on the basis of any legally protected class in the areas of hiring, recruitment, promotion, transfer, demotion, training, compensation, pay, fringe benefits, layoff, termination or any other terms and conditions of employment.

The Libraries are strongly and actively committed to diversity, and seek candidates who will contribute creatively to the University’s multicultural environment.

LIBRARY PROFILE: Rutgers University–New Brunswick took root nearly 250 years ago. We are New Jersey’s most comprehensive intellectual resource—the flagship campus of Rutgers, The State University of New Jersey, as designated by the Association of American Universities. We are the region’s most high-profile public research institution and a leading national research center with a global impact.
Chartered in 1766 as Queen’s College in New Brunswick, NJ, Rutgers University is the eighth oldest higher education institution in the United States, a land-grant university, and a member of the Association of American Universities, the Big Ten® Conference, and the Big Ten Academic Alliance. More than 66,000 students and 22,000 faculty and staff learn, work, and serve the public at Rutgers locations across New Jersey and around the world. Rutgers includes Rutgers University–New Brunswick, Rutgers Biomedical and Health Sciences, Rutgers University–Newark, and Rutgers University–Camden. Rutgers comprises 33 schools and colleges and is home to more than 300 research centers and institutes. The University is dedicated to teaching that meets the highest standards of excellence; to conducting research that breaks new ground; and to providing services, solutions, and clinical care that help individuals and the local, national, and global communities where they live.

In 1989, Rutgers–New Brunswick was invited to join the Association of American Universities, making it one of the top 62 research universities in North America. Rutgers’ standing as a leading university reached new heights in 2013 when a state legislative act transferred to Rutgers much of the former University of Medicine and Dentistry of New Jersey, creating Rutgers Biomedical and Health Sciences and dramatically expanding Rutgers’ mission to include academic medicine and wide-ranging patient care. In the same year, Rutgers–New Brunswick joined the Big Ten Academic Alliance, a consortium of 15 leading universities that includes all members of the Big Ten® Conference.

As the flagship of Rutgers University, Rutgers–New Brunswick supports over 41,000 graduate and undergraduate students in approximately 100 undergraduate programs, more than 80 graduate/professional programs, and 60 doctoral programs. Ranked by US News & World Report as among the top 25 public universities, Rutgers–New Brunswick is classified as an R1 Doctoral University (highest research activity) by the Carnegie Classification.

Spanning New Brunswick, Piscataway, and adjacent towns in central New Jersey, Rutgers University–New Brunswick sits at the center of America’s northeast corridor, which runs from Boston to Washington, D.C. With excellent air, rail, bus, and highway connections to all points, our prime location attracts talented scholars and students seeking access to world-class everything.

Rutgers University Libraries are the intellectual center of the university—serving all members of the university community, supporting all disciplines, and playing a key role in advancing student learning and faculty research. The Libraries serve all institutions that make up Rutgers University: Rutgers–New Brunswick, Rutgers–Newark, Rutgers–Camden, and Rutgers Biomedical and Health Sciences. The Libraries have a highly-valued staff of about 300, who are committed to developing innovations in undergraduate support, information control, and digital initiatives. Rutgers University Libraries operate with a budget of $34 million and have outstanding collections, especially in New Jerseyana and jazz. Collectively, the Libraries’ holdings include more than 4.8 million volumes. The Libraries hold memberships in ARL, CNI, CRL, Lyrasis, Metro, NERL, VALE, SPARC, and the Coalition of Open Access Policy Institutions; use SirsiDynix and OCLC as primary bibliographic utilities; and utilize a Fedora-based institutional repository.

Special Collections and University Archives (SCUA) collects, preserves, and makes available rare, unique, or specialized sources to support study and research in the humanities and social sciences; New Jersey state, local, and cultural history; and the history of Rutgers University. The divisions include the Sinclair New Jersey
Collection, Manuscripts Collection, Rare Books Collection, University Archives, and other special collections such as maps, broadsides, pictorial materials, newspapers, and ephemera. The Manuscripts Collection is particularly well known and covers a broad range of topics, including the history of the consumer movement in the United States; 20th-century Latin American politics, society, and Inter-American cooperation; women’s history; and American business and technology. SCUA is also home to the William Eliot Griffis Collection on Meiji Japan and Japanese overseas students and the collected papers of Congressman Rush Holt Jr., Congressman William J. Hughes, and Senator Frank R. Lautenberg.