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

*Position Profile*
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.

About the University

The history, the birthplace, the center, the insight, the diversity, the vigor, the heart.

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.

Rutgers thrives as a cohesive academic community, dedicated and equally committed to excellence in pursuing its threefold mission of teaching, scholarship, and public service. Our amazing constellation of students, faculty, and staff—tens of thousands live, learn, and work at Rutgers—sends its high-flying energy and ideas crisscrossing five interconnected campus communities. And those same thousands find close-knit, meaningful niches that make a big state school manageable, accessible, and comfortable.

The university seeks to capitalize on its collective strengths, and build synergies across disciplines and campuses that will benefit students, faculty, and residents in every corner of New Jersey. Rutgers also sponsors community initiatives in all 21 New Jersey counties. Universitywide, new degree programs, research endeavors, and community outreach are in development to meet the demands of the 21st century. Today, Rutgers is one of the most significant and diverse comprehensive research universities in the nation.

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**

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.

Mission Statement

The Rutgers University Libraries support and enrich the instructional, research, and public service missions of the University through the stewardship of scholarly information and the delivery of information services.

Vision Statement

The Libraries aspire to provide outstanding information resources and services that advance research and learning, support the University’s goal to be among the top public AAU institutions in the country, and serve as an essential information resource for the state and beyond.

Priorities & Annual Report

- [Annual Report, 2015–2016](#) [PDF]
About New Jersey and New Brunswick

Forget what you may have heard and prepare to be wowed by New Jersey. From the beauty of our beaches, mountains, forests, and farms to the vibrant diversity of our communities, cities, museums, and landmarks, New Jersey exceeds expectations at every turn.

The Boston to Washington, DC corridor is the economic and cultural capital of the world and New Jersey residents can take advantage of endless opportunities for explorations and experience.

Get to Know New Jersey:

- New Jersey is a great place to work, hosting 1000+ multinational firms and major facilities for most of the world’s largest pharmaceutical companies. There are more science professionals at work in New Jersey than in any other state in the nation.
- New Jersey is a great place to live. Ranked 5th in a USA Today report from December 2016 in which they cited the state’s reliable and effective public transportation system, the benefits of living in the New York City metro area, and the high median household income.
- New Jersey’s K–12 education systems lead the nation. According to US News & World Report, five of America’s best 100 high schools are in New Jersey and Education Week ranked the state second in the country for education.
- New Jersey’s population is growing (8.9 million and counting) and becoming more diverse. In fact, New Jersey is one of the most ethnically and religiously diverse states in the nation.
- New Jersey is home to unparalleled recreation opportunities. From 130 miles of amazing beaches and 47 state parks and forests, including Paterson’s Great Falls and the mountains at the Delaware Water Gap, to the one-of-a-kind New Jersey Pine Barrens and the Statue of Liberty, the state packs a lot of fun into a small geographical footprint.
• New Jersey has earned its nickname as the “Garden State,” and is best known for crops of tomatoes, corn, blueberries, and cranberries—many developed right at Rutgers. In fact, New Jersey is third largest producer of cranberries like the “Scarlet Knight,” a variety named after the Rutgers mascot.

• New Jersey has got personality—lots of personality—and history. From Sinatra, Springsteen, and Bon Jovi to diners, bagels, and pork roll, New Jerseyans are proud of their culture, music, film, art, innovation, food, and history. New Jersey is home to the first boardwalk, the first college football game (Rutgers won 6 to 4 over Princeton), and the first American brewery. It is also home to inventions like the incandescent light bulb, condensed soup, and the drive-in movie-theater.

• New Jersey is steeped in American history—it was the first state to sign the Bill of Rights, the third to ratify the Constitution, is home to colonial towns like Princeton and Morristown, and played an important role in the Revolution, most famously with the crossing of the Delaware by George Washington and the Battle of Trenton. With numerous historical sites, museums, festivals, and reenactments, New Jersey is a historian’s paradise.

• With three international airports nearby, access to 12 other states within 250 miles (402 km), and quick travel by mass transit or car to New York City or Philadelphia, New Jersey is great place to travel from and an even better place to return to.

Get to Know New Brunswick:

• New Brunswick is the county seat of Middlesex County in central New Jersey. It sits at a transportation crossroads of the New Jersey Turnpike, Routes 287 and 1, and the Garden State Parkway—earning the city’s nickname of “Hub City.”

• In addition to being home to the flagship of Rutgers University, the city is known for its hospitals and pharmaceutical companies. New Brunswick is home to the corporate
headquarters of Johnson & Johnson, various facilities of Bristol-Myers Squibb, Robert Wood Johnson University Hospital, and Saint Peter’s University Hospital.

- New Brunswick has a deep cultural history and is best known for its involvement in the avant-garde art movement and its underground alternative and punk rock music scene.

- Downtown New Brunswick is a premiere example of urban revitalization, with a vibrant community life. Home to the renowned Crossroads Theater, the George Street Playhouse, and the State Theatre, it is a cultural mecca.

- The incredible diversity of New Brunswick manifests itself in a rich variety of cuisines. In addition to American, French, and Italian, we boast excellent, authentic Chinese, Colombian, Greek, Indian, Korean, Japanese, Mexican, Middle Eastern, Peruvian, Thai, Vietnamese (and countless others!) eateries, as well as many fine dining opportunities all within the radius of a few miles.

- On the College Avenue Campus of Rutgers, the Jane Voorhees Zimmerli Art Museum has an impressive collection. Especially of note are the “Russian Art and Soviet Non-conformist Art” and European Art representing japonism. The museum mounts major national and international exhibitions, bringing the best of the art world to New Brunswick.
**The Position**

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.

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.

How to Apply

Greenwood/Asher & Associates, Inc. is assisting Rutgers University in this confidential search. Initial screening of applications will begin immediately and will continue until an appointment is made. Individuals who wish to nominate a candidate should submit a letter of nomination including
contact information for the nominee. Application materials should include a letter addressing how the candidate’s experiences match the position requirements, a curriculum vitae or resume and five references. Submission of materials as PDF attachments is strongly encouraged. Confidential inquiries, nominations, and application materials should be directed to:

Jan Greenwood or Betty Turner Asher, Partners
Shelley Sullivan Feather, Library Practice Leader and Executive Search Consultant
Greenwood/ Asher & Associates, Inc.
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For more information about Rutgers University and Rutgers University Libraries, please visit rutgers.edu and libraries.rutgers.edu

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