MU Libraries Search Committees

The Vice Provost Office has authorized recruitment for the position of Assistant Director, Technical Services. The Screening Committee for the position is composed of Mary Ryan, chair, Sue Barnes, Cindy Cotner, Felicity Dykas, and Rich Rexroat.

A national recruitment effort will be conducted for the position with ads appearing in print May 1st. Ads will be distributed around that time on list-serves and posted on web pages. A copy of the full ad will appear in a subsequent edition of News Notes.

Asset Allocation for Your Investments

The Staff Development Committee invites you to attend a brownbag session by Jack Batterson (working on a Certificate in Personal Financial Planning) and Bob Almony (tax and financial planning consultant for 38 years) on ‘Asset Allocation for your Investments.’ They will briefly cover the types of allocations available, the historical returns of these allocations, the specific examples based upon age and investor style, and the life-style funds. There will also have a short bibliography of their favorite books and magazines.

The session will take place Thursday, April 20th, noon-1:00 pm, Instruction Room I, 4G41 Ellis Library.

Life Sciences Research Task Force

The MU Libraries face challenges and opportunities in meeting the needs of interdisciplinary teams engaged in collaborative research. The Life Sciences Research Task Force is charged with examining the needs of life sciences researchers and adjusting library services accordingly.

In carrying out its charge, the Task Force will create a systematic approach to information services delivery for life sciences researchers on the MU campus, beginning with personnel in the Christopher S. Bond Life Sciences Center. Aims of the Task Force include establishment of ongoing relationships with life sciences researchers, creation of services tailored to researchers’ needs, and development of uniform services to all life sciences library users.

Reflecting the multidisciplinary nature of life sciences research, membership of the Task Force is itself varied and includes Ellis, Health Sciences, and Veterinary librarians; SISLT faculty; and Health Management and Informatics fellows.

Members: Kate Anderson (chair), Trenton Boyd, Catherine Craven, Janice Dysart, Sandra Erdelez; Brenda Graves-Blevin, Diane Johnson, Mary Ryan, Caryn Scoville, MaryEllen Sievert, Chris Topinka, and Deb Ward

Detailed charge, meeting minutes, and related resources can be found at: http://mulibraries.missouri.edu/lifesciences/.
Library Issues Forum Update

The Staff Development Committee invites library employees to attend the next Library Issues Forum, scheduled for Wednesday, April 19, from 9:00–10:30 am, in Instruction Room I, 4G41 Ellis. The session will be facilitated by Mike Holland and Geoff Swindells of the Digital Collections Task Force.

The Library Issues Forum was developed to fill a need for library employees to come together and talk about varied and broad library issues. Judy Maseles and Alice Allen took on the task of organizing this enterprise and deserve to be recognized for developing a very successful program. SDC is now responsible for the forums and would like to replicate the practice established by Judy and Alice of soliciting ideas for future forums. Please send your ideas to Roger Knouff, SDC chair, KnouffR@missouri.edu, or Leo Agnew, AgnewL@missouri.edu.

~ Leo Agnew
SDC, ex officio

Let's Talk About How We Do Meetings

Come view the film ‘Meetings, Bloody Meetings’ starring John Cleese and discuss your experiences regarding meetings at the MU Libraries.

To develop training on effective meetings that speak to the needs and culture of the MU Libraries, the Staff Development Committee is sponsoring several open and voluntary discussion sessions on how the libraries conducts internal meetings. SDC will utilize the video ‘Meetings, Bloody Meetings’ to facilitate the sessions. After viewing the video, you will be invited to share what you’ve experienced: what worked as well as what didn’t work. Becoming more effective in meetings was cited as a need in both SWOT and ORTF reports.

Dates, times, and locations will be announced soon via the library email discussion list. We look forward to visiting with you about how we can improve how we do meetings.

What we become depends on what we read after all of the professors have finished with us. The greatest university of all is a collection of books.”

~ Thomas Carlyle
UNIVERSITY OF MISSOURI-COLUMBIA LAW SCHOOL LIBRARY

LIBRARIAN I (TEMPORARY)

DESCRIPTION:
The Law Library seeks qualified applicants for the position of electronic resources librarian during the next academic year. This is a full-time, temporary appointment beginning July 1, 2006 and ending no later than June 30, 2007, without expectation of reappointment. This temporary position will have significant responsibilities managing electronic resources, assist with library system applications, digitizing initiatives, and provide reference and instructional services including teaching research in the first year legal research and writing course.

The University of Missouri-Columbia Law Library serves a faculty of approximately thirty and a student body of about 500, including a nationally recognized graduate LL.M Dispute Resolution program. The Law Library staff includes seven librarians and nine additional staff members who work in a collaborative, team-oriented environment committed to providing excellent customer service. Departments include Collection Services, Patron Services, and the Law School’s IT department which is administered and located in the library. The collection has over 350,000 volumes and access to a wide range of specialized legal and academic research databases. Information on the Law Library and the School of Law is available on the school’s website at: http://www.law.missouri.edu.

SPECIFIC RESPONSIBILITIES/DUTIES
1. Manage access to the library’s legal database subscriptions including password/IP maintenance; marketing resources; setting-up new product trials; manage e-journal access and procedures; and designing training programs for faculty, students, and librarians
2. Provide reference service to library patrons using both print and online sources (Westlaw, Lexis, and Internet, etc.)
3. Maintains and keeps law library Intranet current
4. Participate in library instructional programs, including the first year Legal Research and Writing course, and library tours for outside groups.
5. Assist with existing digitization projects and identifies new projects
6. Assists with library system applications
7. Some weekend hours may be required

QUALIFICATIONS
Required:
1. MLS degree from an ALA-accredited institution or equivalent. Degree must be earned no later than August 2006
2. Excellent legal research skills
3. Substantial knowledge of law-related electronic resources
4. Excellent communication skills

Preferred:
1. JD degree from an ABA-accredited law school
2. Related-work experience in both technical and public services
3. Instructional experience
4. Interdisciplinary research experience pertinent to legal scholarship

SALARY: Commensurate with qualifications and experience. Benefits during this temporary appointment include medical, dental, and life insurance plans.

APPLY TO: Randy Diamond
Director of the Law Library
University of Missouri-Columbia
School of Law Library
226 Hulston Hall
Columbia, MO 65211-4190
diamondrj@missouri.edu; 573-882-2935 (phone); 573-882-9676 (fax)

Submit cover letter, resume, copies of official undergrad and graduate transcripts, and names of three references with contact information.

AVAILABLE: July 1, 2006. The position will remain open until filled. Screening of applications will begin immediately. Applications received by April 20, 2006 will receive full consideration.

The University of Missouri-Columbia is committed to cultural diversity and it is expected that successful candidate(s) will share in this commitment. MU is an equal opportunity/ADA institution and encourages applications from women and minority candidates.

MU makes available to applicants a security report of crimes that occurred on campus over the previous three years. For a copy of this report, contact the University Police Department at (573) 882-5923 or access their web site at: http://www.missouri.edu/~mupdwww/.
MU Libraries Vacancies

* Library Information Specialist I – 100% FTE, M-F 8-5 (negotiable); $10.19/hr. Acquisitions Dept., Technical Services, Ellis Library.

Duties: Enter firm orders, approval, and special orders into the MERLIN online database. Search OCLC for the appropriate bibliographic citation, download the correct record into MERLIN and attach a detailed order record to the bibliographic record. Enter bibliographic, order and item records for monographs received as gifts, on package plans, or as part of standing orders received by the Acquisitions Department. Sort gift materials. Notify selectors of the need to review gift materials. Prepare acknowledgement letters to donors of gift materials. Consult with personnel in Acquisitions and other library departments and vendors as needed to resolve problems. Locate books and serials using alphanumeric indicators. Must be able to move fully loaded book trucks (at least 200 pounds). Perform basic math computations during the course of work. Work independently and meet speed and accuracy goals as determined by department. Conduct special projects and perform other duties as assigned.

Minimum Qualifications: A high school diploma or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Two years responsible office experience or related education or training beyond high school. The ability to type may be necessary depending upon the position available.

Preferred Qualifications: Keyboarding skills and ability to work at a PC for long periods of time; Knowledge of one or more foreign languages; Experience in a library technical services position related to ordering. Experience using the World Wide Web; Accuracy and attention to detail are essential.

Library Information Assistant – Interlibrary Loan, Borrowing, Access Services, Ellis Library
A full description of the position may be found at the following address:
https://www.missouri.edu/~hrswww/application/vacdetails.php?vac=1002155

Library Information Assistant – Interlibrary Loan Department - Lending, Access Services, Ellis Library
A full description of the position may be found at the following address:
https://www.missouri.edu/~hrswww/application/vacdetails.php?vac=1002155

Monograph Cataloger - MU Libraries-University of Missouri-Columbia - A full description of the position may be found at the following address: http://mulibraries.missouri.edu/admin/NewsNotes/Job_ads/Monograph_Cataloger.htm

Head, Journalism Libraries-University of Missouri-Columbia - A full description of the position may be found at the following address:
http://mulibraries.missouri.edu/admin/job_postings/J_Librarian.mht.

Web Development Librarian MU Libraries - A full description of the position may be found at the following address:
http://mulibraries.missouri.edu/admin/job_postings/Web_Libr_mht.mht.

NOTE: Depending on candidate qualifications, this position will be filled at the academic level of Librarian II or III, or as an Education Technologist (a non-academic title). The Education Technologist title is listed at MU’s Human Resources’ website: https://www.missouri.edu/~hrswww/application/.

Please submit articles to News Notes editor, Kathy Lowery (loweryka@missouri.edu), by noon on Thursdays.