POSITION: SYSTEMS LIBRARIAN  
(Full-time Educational Assistant CCP-18, 12-month, non-tenure track position).

ANTICIPATED STARTING DATE: Fall 2015

MINIMUM QUALIFICATIONS:  
ALA-accredited Master’s degree in Library/Information Science or closely related discipline together with one to four years of professional library experience. Demonstrates strong computer and information technology skills; knowledge and experience with library information systems, application modules, system configuration, digital/electronic collection management, website development and maintenance. Excellent interpersonal, written communication skills, presentation skills or a combination of education, training, and experience which would lead to the competencies required for successful performance of the position’s essential duties.

Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position and by providing appropriate references. Exceptions to the degree requirements may be made for compelling reasons.

DESIRED QUALIFICATIONS:  
Experience in an academic library and proficiency in using relational database management tools (e.g. ODBC, MS Access and SQL); knowledge of and experience with emerging technologies (e.g., mobile applications); next generation library information systems and discovery layer service; using text-based protocols (e.g., SFTP and SSH); working knowledge of HTML and XML are desired.

RESPONSIBILITIES:  
Under the supervision of the Director of Library Services, the Systems Librarian is accountable for contributing to the effective, efficient delivery of information technology services to the academic, student and administrative communities of the College through effective performance in these essential functional areas: computer systems support to the College’s library, design, installation and maintenance of web pages and distance learning students; coordinate and lead digital/e-resource activities including systems management, policy development and statistical reporting; configure system and OPAC modules; develop and maintain the Library’s web presence and other web applications; and provide technical support and direct assistance to library staff and patrons.

In addition to the accountabilities listed above, the Librarian is required to carry out the essential duties of: Attendance and participation at convocation and commencement ceremonies; Service on assigned committees and task forces; Attendance and participation at committee, staff, informational and professional meetings. These may involve attendance at evening or weekend events.

STARTING SALARY: $63,093 approximate annual, plus excellent State supported fringe benefits.

TO APPLY:  
Submit a cover letter, resume, BOR Application and three (3) letters of reference to:

Gateway Community College  
Human Resources Office  
20 Church Street  
New Haven, CT 06510

Electronically submitted packets preferred to LCorbeil@gwcc.commnet.edu  
Please reference the job title in the subject line when submitted electronically.

APPLICATION DEADLINE:  
*Open until filled with immediate and on-going review of resumes.

*Incomplete or late application packages may be discarded. Please note that due to the large volume of applications received, we are unable to field phone inquiries and confirm receipt of applications. You will receive a written confirmation letter within a week of your submission. A BOR application can be found on our website at Application.

Visit GCC’s website at www.gateway.edu  

Continuing Notice of Nondiscrimination  
Gateway Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record. The following persons have been designated to handle inquiries regarding the non-discrimination policies: Dean of Students, Wilson Luna at 203-285-2210 or Learning Disabilities Specialist, Ronald Chomaz at 203-285-2234.

GATEWAY COMMUNITY COLLEGE IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER. M/F.

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