**Summary**

Creighton University Libraries seeks a collaborative, service-oriented professional to join our team of information professionals and fill the position of Electronic Resources Librarian. The Electronic Resources Librarian will provide leadership and administer the day to day operations in the area of electronic resource management, including licensing, troubleshooting, and technical support for library operations. The incumbent will report to the Head of Academic Information Resources and collaborate closely with our Collection Development Committee.

The Electronic Resources Librarian will support the Creighton University libraries in Omaha and the digital health sciences library on our new campus in Phoenix. The incumbent joins a team committed to diversity and inclusion which aspires to provide equitable access to information and promote social justice in the community, region, and throughout the world. Join our team and be a part of a mission-driven, dynamic and growing institution!

**Qualifications:**

* Master of Library Science (MLS) from an ALA accredited program.
* Minimum of 2 years related library experience in an academic library, 3-5 years’ experience preferred.
* Experience with electronic resources management.

**Required Knowledge, Skills and Abilities:**

* Experience with an integrated library system (ILS), such as ExLibris Alma.
* Experience with procuring and licensing electronic resources.
* Experience troubleshooting electronic resource access issues.
* Ability to collect and analyze usage of electronic resources.
* Effective verbal and written communication.
* Desirable knowledge, skills and abilities:
* Experience with academic library collection development.
* Knowledge of developments in scholarly publishing.
* Experience maintaining access to e-resources through a proxy servicer for user authentication.
* Knowledge of copyright and intellectual property rights related to e-resources and serials.
* Knowledge of cataloging standards and bibliographic utilities.
* Ability to document procedures and policies.

**Desirable qualities:**

* Mission and Service orientation.
* Contribution to diversity & inclusion initiatives or activities.
* Strong analytical, problem solving, and organizational skills.
* Results orientation.
* Accountability and discretion.
* Adaptability; innovative and creative thinking.
* Collaboration, teamwork, effective human relations skills.

**Physical Requirements:**

* Seeing: 75 – 100%
* Hearing: 75-100%
* Standing/Climbing/Mobility: 0-24%
* Lifting/Pulling/Pushing: 0-24% (pound: 15lbs.)
* Fingering/Grasping/Feeling: 75 – 100%
* Travel: No
* Exposure to Blood Borne pathogens: No

**AAP/EEO Statement:**

Creighton University is committed to providing a safe and non-discriminatory educational and employment environment. The University admits qualified students, hires qualified employees and accepts patients for treatment without regard to race, color, religion, sex, marital status, national origin, age, disability, citizenship, sexual orientation, gender identity, gender expression, veteran status, or other status protected by law. Its education and employment policies, scholarship and loan programs, and other programs and activities, are administered without unlawful discrimination.

**Disclosure Statement:**

This description describes the general nature of work to be performed and does not include an exhaustive list of all duties, skills, or abilities required. Regular, reliable attendance is an essential function and all employees are required to follow any other job-related instructions and to perform any other job-related duties as requested by their supervisor. Employees may also be required to work in excess of normal working hours as workloads and seasonal activities necessitate. A complete description is available in the Human Resource office located at 3006 Webster Street Omaha, NE. Creighton University reserves the right to modify duties, responsibilities and activities at any time with or without notice.