

POSITION ANNOUNCEMENT
France A. Córdova Archivist

Purdue University Libraries (PUL), recipient of the 2015 Award for Excellence in University Libraries from the Association of College and Research Libraries (ACRL), seeks a highly motivated, innovative, and energetic professional for the position of France A. Córdova Archivist in Archives and Special Collections.

Duties and Responsibilities: The Córdova Archivist is responsible for the management and development of the Susan Bulkeley Butler Women's Archives of the Purdue University Archives and Special Collections. The archivist will manage and further the collection development and programming relating to women's archives, including processing, arrangement, description, preservation, and promotion of collections. The Women's Archives includes papers of pioneering women such as aviator Amelia Earhart, motion studies expert Lillian Gilbreth, and astronaut Janice Voss.

Required Qualifications:

- Master's degree in Library/Information/Archival Science (ALA accredited or equivalent) that includes graduate course work in archival theory and practice.
- Minimum of two years of experience acquiring, processing, and preserving archival materials.
- Experience providing reference services for archival materials to the public.
- Ability to develop collections and programming related to the women's archives including promotion of collections.
- Knowledge of EAD, DACs, and MARC as they relate to describing archival collections
- Knowledge of preservation and conservation of archival materials.
- Ability to work with the division head to identify donors and acquire additional collections.
- Ability to create exhibits, lectures, presentations, web pages; knowledge of information literacy and ability to give instruction to classes.

Preferred Qualifications:

- Experience supervising staff or students in processing archival collections.
- Experience working with donors of rare or archival materials.

- Experience building research collections relating to women's history.
- Experience providing information literacy instruction on research use of primary source materials.
- Commitment to the archives profession through active participation in conferences and professional organizations.
- Knowledge of copyright and its implications in digitizing collections.
- Knowledge of women's history.

The Purdue University Libraries, Archives and Special Collections division supports the discovery, learning, and engagement goals of Purdue University by identifying, collecting, preserving, and making available for research records and papers of enduring value created or received by the University and its employees. Distinctive archival collecting areas represented in the collections include the history of flight and space exploration, the history of women affiliated with Purdue University or the state of Indiana, the history of psychedelics for medicinal and healing purposes, and the University Archives. Rare book collections include the history of engineering, science and transportation; the history of economics and political thought; typography and book design; and Indiana history.

Further information about Purdue University Libraries, the University and the community will be found at: www.lib.purdue.edu/about/employment.

Environment: Purdue University Libraries (PUL), recipient of the 2015 Award for Excellence in University Libraries from the Association of College and Research Libraries (ACRL), is at the forefront of academic librarianship and redefining the role of the academic, research library in learning, discovery, and engagement activities of the University. Libraries faculty and staff are deeply involved in information literacy instruction and instructional design, redefining of learning spaces, scholarly communication, data management, and global outreach. Purdue Libraries faculty have expanded their collaborative endeavors with disciplinary faculty in integrating information literacy into the core curriculum. PUL is home to the first endowed chair in information literacy in the United States, established in 2008.

Purdue University Libraries is committed to advancing diversity in all areas of faculty effort, including scholarship, instruction, and engagement.

Opened in August 2017, the Thomas S. and Harvey D. Wilmeth Active Learning Center brings together six science and engineering libraries into a building that also houses 27 active learning classrooms that seamlessly integrates learning and classroom spaces at the very heart of the campus.

Purdue Libraries is a leader in the areas of data curation and library publishing services. Accomplishments in data curation include the development of the Data Curation Profiles Toolkit and the Purdue University Research Repository (PURR). PURR provides an online,

collaborative working space and data-sharing platform to support the data management needs of Purdue researchers.

Purdue Libraries is an active member of state, regional, national, and international associations and consortia, including the Association of Research Libraries (ARL), the Center for Research Libraries (CRL), the Coalition for Networked Information (CNI), SPARC, the Council on Library and Information Resources (CLIR), the Digital Library Federation (DLF), the International Federation of Library Associations and Institutions (IFLA), and the Research Data Alliance (RDA).

Purdue Libraries is a founding member of both HathiTrust and DataCite. Purdue was one of four universities that collaborated with Ex Libris, Inc., on its Alma integrated library system, the next generation library management system. Collaboration and partnerships are hallmarks of Purdue Libraries both on and off campus, including partnership with ITaP (Information Technology at Purdue) and the Purdue Office of Research and Partnerships to provide assistance with funder data requirements.

Purdue University (<http://www.purdue.edu/>), located in West Lafayette, Indiana, in the historic Wabash River valley, is one hour from Indianapolis and two hours from Chicago. Renowned nationally and internationally for its programs in engineering, science, agriculture, and business, the University has over 41,573 students and 16,761 employees. Purdue is a member of the Association of American Universities (AAU), Association of Public and Land-grant Universities (APLU), and the Big Ten Academic Alliance (BTTA). Purdue has the fourth highest enrollment of international students among public U.S. universities, with 11,288 undergraduate, professional, and graduate students in 2017.

The greater Lafayette area (<http://www.homeofpurdue.com/>) provides diverse cultural, social, and recreational activities.

“Purdue University prohibits discrimination against any member of the University community on the basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran.” From *Nondiscrimination Policy Statement*, Purdue University http://www.purdue.edu/purdue/ea_eou_statement.html.

Salary and benefits:

Salary commensurate with experience in the context of Purdue University’s salary structure.

Purdue provides a generous fringe benefit package that includes retirement benefits as well as health, disability and life insurance, 22 annual vacation days, and tuition support for employee, children, and spouse/same sex domestic partner. Purdue University is responsive to the needs of dual career couples.

Relocation funding will be available and discussed on a case-by-case basis.

A background check will be required for employment in this position

Application process:

For consideration submit resume and apply online for this staff position at:

www.purdue.edu/careers (optional more direct link:
<http://purdue.taleo.net/careersection/wl/jobdetail.ftl?job=1801004>

A cover letter is required for consideration for this position. The cover letter must include your interest in and qualifications for the position, as well as your past experiences, current interests or activities, and/or future goals to promote a climate that values diversity and inclusion.

This position announcement can also be found at: www.lib.purdue.edu/about/employment.

Purdue University is an EOE/AA employer. All individuals, including minorities, women, individuals with disabilities, and veterans are encouraged to apply.