



Job Announcement
Librarian
Purdue University Black Cultural Center

The Purdue Black Cultural Center invites applicants for Purdue University Black Cultural Center Librarian. The successful applicant will possess knowledge of African American history and culture and have the ability to communicate that knowledge through programs, workshops, and facilitated discussions. He or she will be responsible for the management of the BCC library. Responsibilities include collection development, reference service, instruction and promotion of the BCC through outreach activities. This position represents a 25% appointment with Purdue Libraries.

Purdue Black Cultural Center

The Purdue Black Cultural Center (BCC) is a nationally acclaimed organization and treasured educational resource. It is a focal point for the African American experience and a force for cultural enrichment and intellectual growth at Purdue University and in the community. The Black Cultural Center is a place where the black experience in America can be explored, celebrated and shared. The center provides an environment that fosters cross-cultural exchanges and noteworthy research as well as artistic expression through music, dance, drama and creative writing. The BCC Library contains materials relevant to the historical, sociological, political and cultural aspects of the Black experience. The library houses more than 7,000 volumes on subjects ranging from political science and religion to cooking, folklore, and literature. In addition to its extensive collection, the library subscribes to more than 40 periodicals, including scholarly journals, popular magazines, newspapers and electronic resources.

Qualifications

- Master's degree in Library Science (M.L.S.) from ALA approved program.
- Two years Librarian experience required.
- Experience with collection management and development, reference and instruction and supervision.
- Experience in an academic or research library preferred.
- Experience working with archival collections.
- Demonstrated commitment to promoting diversity, inclusion and cultural competence.
- Experience and knowledge in working with students of color in an educational setting
- Proven competence in managing multiple tasks and competing priorities.
- Strong community building skills and record of collaborating with colleagues to support student success.
- Ability to work effectively, both independently and as part of a team.
- The successful candidate must have the ability to respond respectfully and effectively to people of all cultures, in a manner that affirms the worth and preserves the dignity of individuals, families and communities.

Responsibilities

- Research, select and order library materials.
- Develop and maintain BCC library website, oversee social media accounts and content across a variety of platforms.
- Evaluate current holdings against collection development and weeding guidelines to establish the most effective collection possible.
- Maintain records for budget funds related to the acquisition of materials.
- Support direct collaboration between BCC and Purdue Libraries on technical services workflow, exhibits and other program initiatives.
- Provide on-site, telephone and electronic reference service.
- Instruct faculty, students, staff and community users in the effective use of learning resources through formal workshops, curriculum-based instruction and individualized instruction.
- Supervise student assistants, including hiring, training, developing and evaluation performance in circulation and shelving activities.
- Maintain the library collection including purging and reclassification of materials.
- Coordinate the preservation of materials.
- Oversee and maintain departmental archives
- Plan, direct and/or implement special projects involving library promotion and outreach activities such as tours, on-site and off-site displays and outreach programs.
- Represent the BCC in local, state and national library-related organizations and activities.
- Serve as a resource to students as they navigate their way through the campus culture, providing leadership on sustaining and enriching a campus climate that is welcoming to all members of the community.
- Collaborate with faculty and staff on cultural literacy programs
- Promote dialogue and discussion of African American history and popular culture.

Deadline for Application

Review of applications will begin on September 5, 2017.

To Apply

All applicants must apply on line www.purdue.edu/hr/careers

Hard copies of application materials can also be sent to:

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