

Posting Date:  
**02/10/12**

PVA Number:  
**12-006**



Position Vacancy Announcement  
**Florida A&M University**  
**Tallahassee, FL 32307**

**How To Apply:**

For **Executive Service, Administrative & Professional (A&P), and University Support Personnel System (USPS)**

positions please submit a completed Florida A & M University application by the deadline date to:

Human Resources  
211 Foote-Hilyer  
Administration Center  
Tallahassee, FL 32307  
Telephone: (850) 599-3611  
Fax: (850) 561-2080

For **Faculty** positions please submit a completed Florida A & M University application by the deadline date to:

Mrs. Carrie M. Gavin, Director  
Equal Opportunity Programs  
674 Gamble Street  
Tallahassee, FL 32307  
Phone: (850) 599-3076

**Equal Opportunity/Equal Access Employer**

All qualified applicants will receive consideration for employment and promotion without regard to race, color, religion, age, handicap, disability, sex, marital status, national origin, or veteran status except as provided by law.

FAMU will employ only United States citizens and lawfully authorized alien workers.

Preference will be given to eligible veterans and spouses of veterans as required by Florida Statutes.

**Reference checks and background screenings are conditions of employment.**

**TITLE:** University Librarian  
**POSITION NUMBER:** 18311 (Faculty)  
**LOCATION:** University Libraries  
**SALARY:** Negotiable  
**FTE:** 1.00  
**CONTRACT PERIOD:** 12 Months  
**DEADLINE DATE:** 3/23/2012

**MINIMUM QUALIFICATIONS:** MLS or MLIS degree from an accredited ALA program and five years of professional experience in library. *Preference will be given to applicants with experience providing research assistance and instruction in journalism/graphic communications, familiarity with Blackboard, virtual reference, and information literacy theory.*

*To perform this job successfully, an individual must have:*

- *Strong working knowledge of current and emerging library technologies, applications software, and desktop computing*
- *Knowledge of course management systems*
- *Planning, organizational, and project management skills*
- *Excellent supervisory skills*
- *Assessment and analytical skills*
- *Excellent oral and written communication skills*
- *Ability to achieve results with minimal supervision*
- *Ability to work effectively in teams, with staff and with people with culturally diverse backgrounds*

**PREVIOUS APPLICANTS WILL BE CONSIDERED AND NEED NOT REAPPLY.**

**RE-ADVERTISEMENT: Initial Posting Date 11/14/11.**

**HOW TO APPLY:** Applicant should submit the following: (1) Cover letter that explains suitability for position, (2) a FAMU employment application (go to [www.famu.edu](http://www.famu.edu)), (3) a current curriculum vitae, (4) the names, addresses, telephone numbers and e-mail addresses of three professional references, and (5) unofficial copies of undergraduate and graduate transcripts. Applications will be received until the deadline date and should be sent to:

C/O Mrs. Carrie M. Gavin, Equal Opportunity Programs  
Florida A&M University  
647 Gamble Street  
Tallahassee, Florida 32307  
(850) 599-3076

Individuals who need a reasonable accommodation in order to participate in the application/selection process must notify the Office of Equal Opportunity Programs at (850) 599-3076 a minimum of five working days prior to the application deadline.

**TDD NUMBER is (850) 561-2998**