

**UNIVERSITY OF PUERTO RICO
RÍO PIEDRAS CAMPUS
LAW SCHOOL
LIBRARY**

TENURE TRACK LIBRARIAN ANNOUNCEMENT

The Library of the Law School at Rio Piedras Campus, of the University of Puerto Rico is interested in considering candidates to serve as Librarian in a tenure track appointment, starting from January 2, 2023.

Requirements:

- Master's Degree in Library Science or Information Science from an institution accredited by the American Library Association (or its international equivalent).
- Juris Doctor from an institution accredited by the American Bar Association, or Doctorate in Library Science or Information Science from an institution accredited by the American Library Association (or its international equivalent).
- Experience in legal libraries, or acquisition of bibliographic resources.
- Experience in the creation, implementation and participation of programs to teach information skills.
- Experience in supervision of library staff.
- Knowledge and experience in integrated computerized library information systems and services (such as Horizon, Symphony, Mandarin or other).
- Knowledge in distance education systems.
- Knowledge in open access digital platforms and repositories.
- Skills in the use of word processors such as Word, and other tools necessary for proper performance in the position, such as Excel and PowerPoint.
- Excellent interpersonal and communication skills.
- Ability to work independently and as a team.
- Bilingual: English and Spanish
- Strong sense of companionship and commitment to legal education.
- Availability to work schedules in the evenings, Saturdays, Sundays and holidays.

Additional desirable qualifications:

- Experience in the development and supervision of digitization projects.
- Knowledge and experience in academic accreditation processes in higher education institutions.
- Knowledge about the use and administration of Content Management Systems, such as Wordpress, Joomla, among others.
- Knowledge about cataloguing bibliographic resources.
- Publications, creative projects, or conferences that reflect capacity for research or creative work.

Responsibilities:

- Collaborate in the development and promotion of emerging technologies in the Library and the Law School.
- Manage budget for the purchase of printed and digital bibliographic resources.
- Provide reference services to teachers, students and the general public.
- Support teachers, students and visitors in their legal research.
- Offer training on legal research and library instruction.
- Develop services, programs and bibliographic and audiovisual collections that reflect the curricular trends of the moment and that serve as support for the academic programs of the Law School.

- Collaborate in legal education activities of the Library and the Law School.
- Teach or collaborate in research and legal writing courses for the students of the Law School.
- Assist faculty in the use of technological resources, including distance education platforms (such as Moodle).
- Evaluate print and electronic services and resources.
- Actively participate in the activities of the Law School and University, as well as comply with all the applicable responsibilities of the teaching staff contained in the General Regulations of the UPR.
- Produce publications and creative research in areas of knowledge or the Law.

Required documents


- Letter of intent describing the vision for the Law School Library and your areas of expertise
- Curriculum Vitae
- Copy of the Academic Credentials of all degrees
- Evidence of research, publications and creative work
- Three letters of recommendation

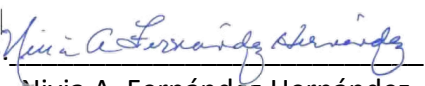
Send documents to the following address: evelyn.ramirez1@upr.edu

For more information, you can contact evelyn.ramirez1@upr.edu or by phone, (787) 999-9530.

Deadline to receive the documents: October 2, 2022

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Vo.Bo. 
 Vivian I. Neptune Rivera
 Dean, School of Law
 Date: 30-agosto-2022

Vo.Bo. 
 Nivia A. Fernández Hernández, Ed.D
 Acting Dean
 Dean of Academic Affairs
 Date: 30 de agosto de 2022