



UNIVERSITY OF PUERTO RICO  
RÍO PIEDRAS CAMPUS  
SCHOOL OF ARCHITECTURE



## TENURE-TRACK LIBRARIAN POSITION ANNOUNCEMENT

The School of Architecture of the University of Puerto Rico, Río Piedras campus announces the search for candidates for a teaching position to begin work as a tenure track probatory Librarian appointment effective on August 1, 2024.

### Requirements:

1. Master of Science in Library Science or Information Science from an institution accredited by the American Library Association (ALA).
2. Previous work experience in a Library of Architecture, Urbanism, Arts or Design.
3. Experience in the integration of information sciences to core and elective courses.
4. Fully competent in ACRL reference frameworks for informative literacy in higher education.
5. Capacity for both in-person and distance learning.
6. Evidence of recent publications, research and creative work over the past five (5) years.
7. Capacity for completion of successful external funds applications such as grants, fellowships, and research awards.
8. Experience and knowledge in the creation of thematic guides.
9. Experience in synchronic and asynchronous virtual reference, preferably with the LibAnswers tool.
10. Experience in participation in institutional and programmatic accreditation processes.
11. Oral and written proficiency in both Spanish and English languages.
12. Knowledge of trends, best practices and emerging technologies used in the field of academic library.
13. Participation in professional and academic activities.

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14. Ability to work collaboratively and independently.
15. Availability to work nights, Saturdays, Sundays and holidays, face-to-face and remotely, according to institutional needs.
16. Demonstrate library and/or archive management experience of at least three (3) years or more.

**Responsibilities:**

1. Collaborate with remote services, such as virtual reference, digital booking, social networks, website, among others.
2. Evaluate and recommend the acquisition of software and equipment to provide remote information services.
3. Create projects, research, publish, generate proposals and any other assignment aimed at improving library services and programs and information skills.
4. Organize activities for the promotion and dissemination of library services and information skills.
5. Get to know the academic offer of the School of Architecture to work on the integration of the ACRL reference frameworks to the program's curriculum.
6. Create campaigns, exhibitions, and other related activities to promote library services and information skills.
7. Establish collaborations with faculty, units, academic institutions, community organizations and other entities for the development of innovative projects and external fund proposals.
8. Use various collaborative strategies to organize, design and deliver conferences, workshops, and seminars to educate diverse audiences on concepts and practices related to information skills.
9. Identify and apply emerging technologies to create and maintain educational resources, learning objects, teaching modules, thematic guides, mobile and social media applications or other digital content.
10. Provide informational and consultative services, in-person or virtually, to teachers, researchers, students, and the community at large.
11. Regularly collect and analyze relevant statistical data to identify needs, create new services, initiatives, projects, and report.

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12. Working individually or in groups to develop innovative projects for the benefit of the library and the institution.
13. Keep up-to-date knowledge on new trends, best practices and principles of data management, institutional repositories, and academic communication, actively participating in professional improvement activities.
14. Attend meetings and be a member of both departmental and institutional committees.
15. Be available to work nights, weekends and holidays responding to the needs of the library service.
16. Assist and/or coordinate plans related to the future of the library and/ or archive system.
17. To foster an inclusive and respectful working environment with the academic community and users of the library and archive system.

**Application procedure:**

Candidates should submit: (1) an updated curriculum vitae signed and dated, (2) a letter of presentation describing how their qualifications, experiences and projects would contribute to institutional success through this position, (3) Proof of search/allocation of external funds and letter of intent to continue such efforts, (4) copy of the academic transcript of the degrees obtained, certificates showing their academic or professional achievements, (5) two letters of recommendation. Candidates should be available to be interviewed by the Staff Committee of the University of Puerto Rico School of Architecture.

Required documents will be submitted digitally, by or before May,3 2024, in a single file (maximum 32 MB) and in the order set out in the above list. Interested persons should send the required documents to the following address:

**Anna L. Georas Santos, Ph.D.**

Acting Dean

School of Architecture

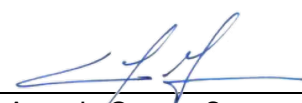
University of Puerto Rico

Río Piedras Campus

11 Avenida Universidad Suite 1101

San Juan, Puerto Rico 00925-2531

[escuela.arquitectura@upr.edu](mailto:escuela.arquitectura@upr.edu)



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Anna L. Georas Santos, Ph.D.

Acting Dean

School of Architecture



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Mirerza González Vélez, Ph.D.

Dean

Deanship of Academic Affairs

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