Western University

Western Libraries
Head, Teaching and Learning

Reporting to the Associate Chief Librarian: Research, the Head, Teaching & Learning will provide leadership, supervision and mentoring to a team of Librarians and Library Assistants. This team will work collaboratively to develop, implement, assess, improve, and maintain a user centered teaching and learning program that supports the curricular, co-curricular and academic activities of Western faculty and students. The Head also ensures the team provides support for building teaching capacity across Western Libraries and collaborates on developing and delivering general outreach programs and services related to student learning.

The Head models a willingness to try new things and is unafraid to fail or take chances. The Head collaborates with colleagues across Western Libraries to provide integrated, user-centred library services that support teaching excellence, student learning, and recognized research. This will be achieved through open, constructive communication, staff engagement, shared accountability and as a sense of common purpose.

The position carries an annual administrative stipend with a five-year term of office (renewable). Upon completion of the term(s) of office, the incumbent will be assigned to a position at the discretion of the Vice-Provost and Chief Librarian appropriate to the incumbent’s qualifications and experience.

Main Responsibilities

- Contributing to the development of Western Libraries’ strategic and operational plans, aligning these plans with Faculty and University goals.
- Providing vision and managing an effective department through planning, leadership, assessment and effective delegation.
- Leading development and monitoring the implementation of an information literacy program to support the curricular, co-curricular and academic activities of Western.
- Identifying and developing programming to support emerging literacies, such as digital literacy.
- Providing leadership in library instruction and information literacy design, delivery and assessment, both at a strategic and operational level.
- Identifying opportunities to work with campus-level and department curricula around the new ACRL Information Literacy Framework (or related frameworks, i.e. SAA Guidelines for Primary Source Literacy).
• Creating and implementing strategies that align the Libraries’ teaching and learning activities with the University’s priorities around learning outcomes (e.g. Information Literacy Learning Outcomes).
• Identifying opportunities for collaboration with other campus units sponsoring teaching and learning initiatives.
• Developing and administering appropriate assessment measures to evaluate the effectiveness of the teaching and learning program.
• Improving programs and approaches based on undertaken assessment to improve user outcomes.
• Performing administrative duties, such as performance evaluations.
• Ensuring timely communication with administration, other managers, staff, and patrons about significant developments and projects.
• Establishing workloads, providing guidance and direction, monitoring and evaluating performance and coaching as needed.
• Collaborating with other Western Libraries leaders and Affiliated College leaders setting priorities, planning and developing services across organizational functions.
• Actively engaging with a diverse community of faculty, students, and staff in select departments, developing strong working relationships.
• Contributing to the goals and strategic initiatives of Western Libraries through leadership of and/or active participation in library, university, provincial, national, and international committees, working groups, and task forces.
• Representing Western Libraries at campus events and professional meetings and conferences.

Qualifications

This position is open to Western Libraries Members with a Continuing or Probationary Appointment. As such, the successful candidate must have a Master’s degree in library and information science or equivalent from an ALA accredited institution and a minimum of five years professional experience, including a focus on teaching and learning. Demonstrated leadership and supervisory experience are preferred.

The successful candidate will provide evidence of strong analytical and problem-solving skills, and exceptional organizational skills to set and balance priorities, manage competing deadlines, and take on various roles and responsibilities simultaneously. The candidate will provide evidence of their ability to think strategically and will have demonstrated an ability to build strong teams. The highly interactive nature of this role will require outstanding communication, collaboration, conflict resolution, and interpersonal skills. The candidate will exhibit initiative, innovation, resourcefulness, and flexibility, and be able to develop relationships across Western Libraries, with many diverse groups on campus, and in the provincial and national library community.
Environment

Western Libraries is undergoing a transformative organizational renewal that will enhance our capacity to contribute to student success and teaching and research excellence at Western. We anticipate our new functional teams will be in place for spring 2018. The T&L team will serve as the central driver of the Teaching and Learning core user function. Through these efforts, we will facilitate excellence in teaching across Western University and the broader community.

Application Procedures

This position is open to Western Libraries Members with a Continuing or Probationary Appointment. Interviews are anticipated to take place before the end of November. Applicants invited for an interview will be asked to make a presentation to members of the Western Libraries community. Applicants are required to submit a covering letter, a curriculum vitae, and the names and contact information for 3 references, in electronic format by November 9, 2017 to:

Office of the University Librarian  
The University of Western Ontario  
Email: libarc@uwo.ca  
Please quote reference #: T&L-HEAD-1017  
Only applications received by email will be considered

Presentation Topic: Describe how you would engage the Teaching and Learning team on and action plan for the work of the Teaching and Learning Core function within the new organizational structure. What are the opportunities for this function? What are the challenges?

This position is subject to budget approval. Applicants should have fluent written and oral communication skills in English. The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens and permanent residents.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Martine Jezek at mjzek@uwo.ca or phone 519-661-2111 x84799.

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