Santa Fe College is committed to an environment that embraces diversity, respects the rights of all individuals, is open and accessible, and is free of harassment and discrimination based on, but not limited to, ethnicity, race, creed, color, religion, age, disability, sex, marital status, national origin, genetic information, political opinions or affiliations, and veteran status in all its programs, activities and employment. [*EA/EO notice*](http://www.sfcollege.edu/legalnotices/?section=Equal_Access_and_Equal_Opportunity) *is found at http://www.sfcollege.edu/eaeo*

**Part-Time Librarian Professional Specialist**

**Department:** Lawrence W. Tyree Library

**Hourly Rate:** $15.26/hour, 20 hours per week

**Closing Date:** Open Until Filled

**Overview:** The Lawrence W Tyree Library is seeking a Part-Time Librarian to provide reference services and teach library courses and workshops. This position is appointed on a term to term basis.

*Responsibilities and duties may include:*

* Provide library reference services at the main reference desk.
* Provide reference services in-person, by phone, email, chat or online.
* Facilitate meaningful library collection selection and deletion based on reference interactions.
* Participate in department meetings and activities as appropriate.
* Perform other duties as assigned.

**Minimum Requirements:** An ALA accredited MLS is required. Minimum of one year reference service required. Teaching experience preferred. On-site and online reference services experience preferred. Applicant must be a team player. Excellent interpersonal, communication, and collaboration skills are required. A strong public service orientation is required. Web development preferred. Academic library experience and active involvement in professional library organizations are preferred. Must be able to work evening and weekend schedules, travel to other college sites, and be committed to working with students and faculty in an academic library. A criminal background check will be conducted.

**APPLICATION PROCESS:** All applicants should submit a SF College application, cover letter, updated resume, college transcripts, 3 current letters of recommendation and a writing sample\* to the contact below. Email submissions are preferred.

\*Writing sample: In approximately 100 - 150 words respond to the question:

*Describe your philosophy of excellent customer service in relation to working at the reference desk.*

Scott Tarbox

Professor/Librarian

Lawrence W. Tyree Library

Santa Fe College

3000 NW 83rd Street

Gainesville, FL 32606

Email: scott.tarbox**@sfcollege.edu**

Phone: 352-395-5233

Fax: 352-395-7326

*The College reserves the right to extend deadlines and/or not to offer advertised positions.*

## Preference will be given to eligible veterans and spouses of veterans.