



# Career Opportunity

SINU seeks to recruit a University Librarian. This position consolidates and expands the scope of the earlier position of Manager of Library Services to meet contemporary challenges in learning and research resource accessibility.

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|-----------------------------|------------------------------------------|
| <b>Title</b>                | <b>HR 39/2020 University Librarian</b>   |
| <b>Institute/Department</b> | Office of Pro-Vice Chancellor (Academic) |
| <b>Category</b>             | Senior Management                        |
| <b>Reports to</b>           | PVC Academic                             |
| <b>Location/Campus</b>      | Kukum Campus                             |
| <b>Direct reports</b>       | Pro-Vice Chancellor (Academic)           |

## Position Responsibilities

The primary responsibility of the appointee is to provide leadership in planning, organizing, policy development and review, and management of all operations of the University's library services and needs at its 3 campuses in Honiara and at its centers in other locations in an era of rapid transition of the functions and operations of libraries. The University is now moving from the traditional mode of print collection management to the creation of Learning Spaces, with full integration of hardcopy and electronic learning and research resources and spaces. A major responsibility will be to provide complete support to on-line teaching and learning of students on a 7x24 basis.

The University Librarian is a senior position which requires considerable drive and dynamism in ensuring enhanced access of students and staff to the widest range of high quality resources at least cost for students and staff at the 3 campuses as well as students who study through blended modes. The University Librarian must ensure that all documentation relating to the operations of the Library, including library software systems, are complete and current. The University Librarian also contributes to the delivery of programmes in Information and Library Sciences. This position is pegged to the Academic Stream of the University at a rank commensurate with the qualifications and experiences of the appointee.

## Scope of Work:

Detailed scope of work is given in the Job Description available on SINU website: <http://www.sinu.edu.sb/hrd/job/>

## Minimum Qualification and Experience Requirements:

- A PhD in Library and Information Sciences with at least 3 years of senior level work experience in a University Library, OR
- A Masters in Library and Information Sciences with a minimum of 8 years of work experience at a senior librarian rank of which at least 3 years ought to be at the deputy librarian or chief librarian rank in a university or research institution.
- Candidates must have thorough knowledge of the role of a University in knowledge creation and dissemination, and have demonstrated skills and expertise in harnessing of digitalized resources towards meeting the core roles of a University.
- Other essential requirements are:
- Demonstrated experience in rapid turnaround of high quality documents; excellent data analysis skills (including high degree of proficiency in library software systems and MS Excel); excellent IT skills, and excellent written and verbal communication skills.
- Ability and willingness to work, manage and supervise Library operations on 7x24 hour basis, is necessary.

**Desirable:** Possession of a valid driving license would be desirable.

**Remuneration:** A total annual remuneration including salary and gratuity in the range \$194,367 - \$220,825 is payable to the appointee. The University also provides subsidized housing to its employees.

**Applications:** Applications clearly addressing each aspect of the Position Responsibilities given above, and the qualification and experience requirements, are to be sent to: [sinu.recruitment@sinu.edu.sb](mailto:sinu.recruitment@sinu.edu.sb) and hardcopy applications to: Director of Human Resources, Solomon Islands National University, P. O. Box R113, Honiara, Solomon Islands.

For further details on the position, please contact: Director of Human Resources on [Director.HR@sinu.edu.sb](mailto:Director.HR@sinu.edu.sb)

**Closing Date: 30 September 2020**