



**POSITION ANNOUNCEMENT**  
**Director of the Library**

*Mount Vernon Nazarene University exists to shape lives through educating the whole person and cultivating Christ-likeness for lifelong learning and service.*

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like and to make a difference in their world through lifelong service.

Mount Vernon Nazarene University is seeking a full-time (11-month), **Director of the Library**, beginning July 2019. The successful candidate should be capable of administering all aspects of a thriving and fluid university library. The position reports to the Assistant Vice President for Student Success and Retention. Occasional evening and weekend hours required. Faculty rank is commensurate with experience. Compensation is competitive among the Council for Christian Colleges and Universities.

**Responsibilities for this position include:**

- Administer the Thorne Library, including the Educational Resource Center
- Oversee the ordering, accessioning, and cataloging of library resources
- Compile statistical data for use in reports and surveys
- Provide orientation/instruction to faculty, students, and staff in use of library and/or resources
- Oversee Sierra, the library's ILS (integrated library system)
- Supervise the library professional staff
- Responsible for library budget planning and tracking
- Represent MVNU at OhioLINK
- Potential teaching load of up to six hours an academic year
- Participate in University and faculty activities/responsibilities
- Participate in extra-University committees and professional associations

**Qualifications for the successful candidate:**

- Evangelical Christian confession of faith and experience required: member of the Church of the Nazarene preferred
- Master's degree required; Master of Library Science degree (ALA-accredited) or equivalent graduate degree in a related field preferred
- Experience in management and administration
- Strong information technology skills and vision of applications of library technology to promote student success
- Excellent communication skills and ability to work well with faculty, students, and the community
- Demonstrated teaching experience to engage faculty and students to learn information literacy
- Strengths in innovation and collaboration
- Commitment to excellence in undergraduate teaching in a liberal arts setting and commitment to scholarship of continued professional development
- Proven ability to work well with others

**Application procedure:**

Applications will be accepted until the position is filled; however, early application is strongly advised. Interested applicants should send the following: application letter, curriculum vita, unofficial college transcripts, names and contact information for three references, a one- to two-page statement of educational philosophy, and a one- to two-page statement of faith.

Applicants are required to submit materials via email as Microsoft Word or .pdf file attachments to [Academic.Affairs@mvnu.edu](mailto:Academic.Affairs@mvnu.edu)

A background check will be performed prior to appointment, and official transcripts of all college work must be received as well. Mount Vernon Nazarene University does not unlawfully discriminate on the basis of race, color, sex, national origin, age, disability, or military service in administering its employment policies and practices. As a religious educational institution under the auspices of the Church of the Nazarene, the University is permitted by law to consider religious beliefs/practices in making employment decisions and does so to achieve its mission. The University requires as a condition of employment that all employees subscribe to standards of the Church of the Nazarene and conduct their lives in accordance therewith.