

Faculty Services and Scholarly Communications Librarian

Belmont University College of Law

Belmont Law is seeking a Faculty Services and Scholarly Communications Librarian to coordinate all library services to the Law School faculty, including reference, research, and access. The person selected will provide assistance to the faculty on the scholarly communications process as well. Training of research assistants hired by individual faculty members will also be included. Teaching responsibilities will include conducting subject-matter specific presentations in selected courses as well as teaching in the Law School's Advanced Legal Research course.

Minimum Qualifications

- * Demonstrated knowledge of both traditional and digital legal research methods and legal reference work.
- * Knowledge of the scholarly communications process, including the Digital Commons and SSRN.
- * Experience in developing and implementing policies, procedures and training systems.
- * Ability to prepare research guides and bibliographies.
- * Ability to respond to day-to-day operational problems.
- * Strong service orientation.
- * Excellent verbal and written communication skills.
- * Ability to work both independently and as a member of a team.

Preferred Qualifications.

- * Two years of library reference experience.
- * Experience working in an academic law library and familiarity with the ALMA Integrated Library System.

About Belmont University College of Law

A comprehensive, coeducational university located in Nashville, Tennessee, Belmont University is a student-centered Christian community providing an academically challenging

education that empowers men and women of diverse backgrounds to engage and transform the world with disciplined intelligence, compassion, courage and faith.