



Content Acquisitions Manager/Senior Assistant Librarian, University Libraries

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Stony Brook University: Provost Office: Library

Location: Stony Brook, NY

Open Date: Aug 02, 2024

Deadline: Feb 02, 2025, at 11:59 PM Eastern Time

Description

This is a tenure track position. Internal/external posting. Projected start date January 2025.

Reporting to the Content Acquisitions Lead, the incumbent will play a crucial part in decision-making processes related to collection development, ensuring seamless access and accessibility to a diverse range of electronic and analog resources. Responsibilities will include reviewing licensing agreements, proactively engaging with content providers to obtain proposals, responding to inquiries regarding new resources, and offering support for their optimal utilization. Additionally, the selected candidate will assist in maintaining and facilitating access to electronic collections through the library management platform.

Responsibilities Include:

- Leads strategic improvements in resource management, assesses user needs, and champions projects to optimize user experience.
- Manages the full lifecycle of electronic resources, including workflow and best practice development for subscription databases and collections.
- Troubleshoot electronic access issues reported through an online ticketing system.
- Serve as a member of the collection development team involved in resource evaluation and selection. Provide analytics to support data-driven collection development decisions.
- Proactively communicate with vendors and content providers to obtain and review proposals, including license agreements.
- Ensure seamless access and accessibility to a diverse range of electronic resources.
- Respond to inquiries regarding resources in support of optimal utilization.

- Serve as a technical contact for campus accessibility and web security reviews in collaboration with Central IT (DoIT), Office of Equity and Accessibility (OEA) and Library IT for integration of systems and resources.
- Recommend, implement, and maintain emerging technologies and solutions.
- Participate in library and campus committees.
- Contribute to the field through research, presentations and scholarship.

About the Libraries:

The University Libraries are an essential partner in the Stony Brook University's mission of global leadership in research, discovery and learning, positioning ourselves as the hub of collaboration, digital innovation, open scholarship, and creativity. We provide the best possible access to a wide range of resources in multiple formats and world-renowned special collections and actively contribute to student access and faculty productivity through teaching and research services in alignment with the University's strategic priorities. As the largest academic research library on Long Island, the libraries serve as a vital resource for regional and global communities.

The University Libraries plays a key role in advancing the University's commitment to furthering diversity, equity, inclusion, and accessibility in our spaces, collections, services, and outreach. We have a strong commitment to diversity, equity, inclusion, and accessibility values in our hiring, training, and daily work practices where differences are acknowledged, respected, and celebrated. We welcome candidates who genuinely embrace the empathy, courage, self-reflection, and intentionality of a diverse and inclusive workplace to apply.

Qualifications

Required Qualifications

Relevant Master's or advanced degree (foreign equivalent or higher) with a combination of education and experience commensurate with the requirements of this position.

Preferred Qualifications

Familiarity with various licensing models for scholarly resources. One year of experience with acquisition activities or management of scholarly resources. Ability to provide and maintain detailed reports using analytics and workflow development tools. Record of professional activities, including scholarly activity, presentations, or engagement in professional organizations to achieve tenure requirements. Interest in leveraging emerging technologies, including artificial intelligence, to streamline processes and enhance discoverability.

Application Instructions

Special Notes

This is a tenure track position at the rank of Senior Assistant Librarian. FLSA Exempt position, not eligible for the overtime provisions of the FLSA. Internal and external search to occur simultaneously. Anticipated Start Date: January 2025. Applications will be accepted until the position is filled, with a priority deadline 30 days from posting date.

Salary for this position is \$70,000 - \$77,825 plus \$3,400 Location Stipend.

Application Instructions for online submission:

- Application letter explaining your qualifications, relevant experience, and commitment to diversity, equity, and inclusion.
- Curriculum vitae.
- 3 references (contact information only). References will only be contacted for the finalist.

For questions regarding this position, please contact search committee chair, Laurel Scheinfeld at Laurel.Scheinfeld@stonybrook.edu

All application materials must be submitted online. Please use the Apply Now button to begin your application. For technical support, please visit Interfolio's Support Site (<https://support.interfolio.com/>) or reach out to their Scholar Service Team at help@interfolio.com or (877) 997-8807.

The selected candidate must successfully clear a background investigation.

In accordance with Title II Crime Awareness and Security Act, a copy of our crime statistics is available upon request by calling (631) 632-6350. It can also be viewed online at University Police website at <http://www.stonybrook.edu/police>.

Application Process

This institution is using Interfolio's Faculty Search to conduct this search. Applicants to this position receive a free Dossier account and can send all application materials, including confidential letters of recommendation, free of charge.

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Equal Employment Opportunity Statement

Stony Brook University is committed to excellence in diversity and the creation of an inclusive learning and working environment. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, familial status, sexual orientation, gender identity or expression, age, disability, genetic information, veteran status, and all other protected classes under federal or state laws.

If you need a disability-related accommodation, please contact the Office of Equity and Access at (631)632-6280.