SMU SINGAPORE MANAGEMENT UNIVERSITY | **Libraries**

Research Librarian, Social Sciences

SMU Libraries seeks a collaborative, proactive, and knowledgeable professional for the role of Research Librarian, Social Sciences. The primary focus of this position is to actively liaise with faculty, researchers, and students in SMU's School of Social Sciences (SOSS) and related programmes to support and advance their research, teaching and learning goals in close collaboration with the Lead, Learning Services and School Partnerships.

Research Librarians work within a unit of discipline-based librarians to develop and teach information and digital literacy programmes, provide research support and advice, build, and manage collections, and conduct advocacy and outreach activities and programmes. They collaborate closely with faculty and across the University to enhance teaching, learning and research through the skilled and ethical use of library services and resources. Research Librarians also contribute to the development and delivery of a range of services designed to maximize the benefits of research tools, scholarly information resources, citation metrics, research data, open access, and other relevant services and practices.

The position holder is expected to actively contribute to innovative initiatives as well as lead and/or serve as a member of taskforces, project teams or committees.

Responsibilities

- Develop, grow, and sustain partnerships with faculty, researchers, students, and staff in the School of Social Sciences (SOSS); develop and promote high quality library services for the SOSS and affiliated units.
- Seek new opportunities and build on existing offerings for engagement with faculty and students.
- Attend School and University-wide events and programmes to network and champion the Libraries.
- Create, coordinate, and conduct formal learning opportunities (e.g., workshops, talks, etc.) in collaboration with faculty to grow students' information and digital literacy capabilities. Curate and create digital guides and learning objects for self-directed learning.
- Provide research services to faculty and students including research skills, research data and scholarly communication support leveraging on other departments within the libraries.
- Initiate, develop, manage, and review new and existing programmes and services for the SMU community as part of the SMU Libraries team.
- Work across Library units to build and manage the Library's collections relevant to the School of Social Sciences (SOSS).
- Work with key units within the Library to integrate research output and research data of the School of Social Sciences (SOSS) and related Institutes and Centres into SMU's Institutional Repository (InK) and Research Data Repository (RDR).

- Collaborates with the coordinator for postgraduate services and faculty teaching support to provide enhanced services and support to the postgraduate students and faculty.
- Assess and evaluate services, resources, and tools for targeted user groups, in particular the School of Social Sciences (SOSS).
- Lead and/or participate in Library-wide initiatives and projects and collaborate with colleagues internal and external to the Libraries.
- Engage in continuous, self-reflective professional development. Participate in professional activities relating to librarianship. Contribute to the profession and beyond through writing and presenting in a variety of contexts. Maintain current awareness of trends in libraries and higher education.

Requirements

- Master's degree in Library and Information Science from a recognized university with a minimum of two years' experience in providing teaching and research support in an academic library.
- Undergraduate degree or diploma in social sciences or related subject area is strongly preferred.
- In addition to understanding multidisciplinary resources and indexes in EBSCOhost, ProQuest and SAGE databases, an advanced knowledge of social sciences databases such as JSTOR, ScienceDirect, Web of Science and Asia-Studies Full-text online is required.
- Understanding of research issues, such as open access, publishing, and research visibility and impact in the higher education environment, especially as relevant to social sciences education.
- Experience with data analysis packages e.g., statistical packages and survey analysis packages is advantageous.
- Proven ability to continuously innovate services and processes, particularly through the use of current and emerging technologies.
- Proven ability to design, deliver and assess information and digital literacy programmes and instruction for individuals and groups at different levels.
- Demonstrated ability to initiate and build collaborative relationships with stakeholders, particularly faculty and students.
- Ability to be flexible and adaptable and contribute to a diverse team of staff in a dynamic environment.
- Personal strengths should include critical thinking, interest in innovation, and flexibility with ability to work in a team with minimum supervision.

Details about the position are available at **Job Description: Research Librarian, Social Sciences**

How to Apply
Interested applicants, please email your resume with a covering letter to libjob@smu.edu.sg. The covering letter must state the applicants' responses to the selection criteria. Only short-listed candidates will be contacted.