

FACULTY OF LAW: LAW LIBRARY HEAD LAW LIBRARIAN

The Faculty of Law invites applications for the position of Head Law Librarian in the Gérard V. La Forest Law Library. This is a continuing full-time tenured or tenure-track position, anticipated to be at the Librarian III-IV level (depending on experience). The anticipated start date is July 1, 2025, or such other date as may be negotiated with the successful candidate. The position is subject to final budgetary approval.

Reporting to the Dean of Law, the Head Law Librarian is responsible for coordination the Law Library, including collections, services, and programs; providing input with respect to budgeting and resources; supervising librarians and administrative staff; and ensuring the efficient daily operations of the Gérard V. La Forest Law Library at the University of New Brunswick Faculty of Law.

The Gérard V. La Forest Law Library serves the legal information needs of the Faculty of Law as well as those of the wider UNB community and adjacent St. Thomas University. It is a full-service library comprising both public and technical service operations and houses the La Forest Rare Books Reading Room. The Law Library's collection includes approximately 129,000 print volumes, including roughly 46,000 monographs and 83,000 serial volumes. In addition, through various electronic databases, the Law Library provides access to thousands of journals, government documents, and working papers. The Law Library has a complement of three law librarians, three library assistants, one administrative assistant, as well as part-time and student library assistants.

Within the next five years, the Faculty of Law will move to the Justice Building in downtown Fredericton, following a \$62 million renovation that will include the construction of a new Law Library. The Head Law Librarian will be responsible for developing plans for the Law Library and making recommendations to the Dean of Law on the design of this new facility and serving on relevant committees as part of this project.

The Law Library relies on expertise and infrastructure from UNB Libraries to maintain operations and to implement new programs. Law students and faculty have access to resources, services, and facilities of the UNB Libraries system, and collections and services of the Law Library are accessible to all members of the UNB community. The wider University community also relies on access to the Law Library's extensive collection of legal and government materials, which are relevant to teaching and research in disciplines other than Law. As a result, the Head Law Librarian is expected to liaise with colleagues within UNB Libraries, and to foster efficient access to the Law Library's collection and services.

The Law Library also serves the legal profession and judiciary, requiring the Head Law Librarian to liaise with the Provincial Law Librarian to promote mutual assistance and cooperation, as well as to facilitate use of Law Library materials for library users outside UNB.

Additional responsibilities of the Head Law Librarian include:

- Playing an active role in the implementation of UNB Law's Strategic Plan as it pertains to the Law Library;
- Advancing the Law Library's strategic objective of implementing the latest technologies in law teaching and research;
- Overseeing a Law Library acquisitions and collections strategy for electronic and print materials;

- Supervising three law librarians, three library assistants, and one administrative assistant;
- Serving as Chair of the Law Library Assessment Committee;
- Serving on university-wide committees pertaining to libraries;
- Collaborating with faculty to align Law Library collections, services, and programs with teaching and research needs within the Faculty
- Serving as a member of Law Faculty Council, the academic governing body of the Faculty of Law;
- Regular consultation with the Faculty's Law Library Advisory Committee, and;
- Such other duties as assigned by the Dean of Law.

Qualifications and Experience

- MLIS or equivalent degree from an ALA-accredited institution, law degree is an asset;
- At least five years of progressively responsible experience, ideally within an academic or law library;
- Experience in a law library or relevant special library is an asset;
- Knowledge of, or demonstrated interest in, the use of advanced technologies (e.g. AI, virtual reality, and augmented reality) in information services, education, and training;
- Knowledge of collections development, and demonstrated understanding of scholarly communications in the context of legal resources and publishing;
- Demonstrated ability to develop and maintain effective working relationships with faculty, researchers, and students at all levels;
- Demonstrated excellent interpersonal and intercultural communication skills, both orally and written;
- Ability to work effectively with University policies, procedures and collective agreements;
- Demonstrated commitment to student academic success;
- Experience managing and developing a library collection;
- Understanding of publisher/vendor negotiations and current issues in scholarly publishing;
- Demonstrated experience in building collaborative relationships with faculty, students, and staff;
- Experience developing and implementing strategic plans;
- Project management experience, including new services and facilities upgrades;
- Financial management experience, including budgeting, regular reporting, and expense approval is an asset.

The salary range for this position is defined in the Association of University of New Brunswick Teachers (AUNBT) 2022-2025 Collective Agreement section 36B.

Applications should be submitted by **December 6, 2024**. To apply, qualified candidates should send a letter of application, CV, and names of three references to:

Dean Michael Marin, K.C.
Faculty of Law, University of New Brunswick
Email: lawdean@unb.ca

Short-listed candidates will be required to provide satisfactory proof of credentials including appropriately certified translations of credentials into English, as applicable.

The University of New Brunswick is committed to employment equity and fostering diversity within our community and developing an inclusive workplace that reflects the richness of the broader community that we serve. The University welcomes and encourages applications from all qualified individuals who will help us achieve our goals, including women, visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, gender identity or gender expression. Preference will be given to Canadian citizens and permanent residents of Canada