

[Re-post] Job Opportunities at Hong Kong Baptist University Library: Associate Librarian (Technical & Collection Services) (PR090- 2/16-17)

Hong Kong Baptist University Library invites applications for a creative, forward-thinking, energetic and collaborative Associate Librarian to lead, coordinate, and manage the Library's Technical & Collection Services Division. This person will lead the transformative efforts to enhance and streamline Technical & Collection Services processes and services to aim at developing practical solutions and creative problem-solving, workflow analysis, assimilation of multiple perspectives and continual exploration and adoption of new technological skills and tools.

Reporting to, as well as advising and assisting, the University Librarian, the successful candidate will serve as a key member of Library's senior leadership team and, assume a vital role in the development and implementation of strategic initiatives, the coordination and leading of cross-functional project teams for enhancing the services, operations and developing library policies, while overseeing several technical services functions of the Library.

Applicants should possess a recognised degree plus an MLS or equivalent qualification, with substantial appropriate post-qualification experience in academic libraries, of which at least three years at a managerial level, carrying considerable responsibility. He/She must be able to demonstrate updated knowledge of academic library resources, systems, services, and trends. Applicants should also possess strong interpersonal skills and be able to work both independently and collaboratively with a diverse range of people within and outside the Library. Strong service orientation, ability to manage multiple department operations in a dynamic and changing environment, demonstrated excellent leadership and supervisory skills, solid project management experience, as well as experience performing research, compiling and analysing data, and preparing reports & recommendations are essential. Excellent communication skills in English are required; additionally, proficiency in written Chinese, spoken Putonghua / Cantonese are desirable.

Those who have responded to the advertisement of Associate Librarian (Technical & Collection Services) posted in September 2016 need not re-apply.

Salary will be commensurate with qualifications and experience.

Application Procedure:

Applicants are invited to write in response to the requirements and provide an updated curriculum vitae and/or fill in the application form which is obtainable (a) by downloading from <http://pers.hkbu.edu.hk/applicationforms>; or (b) by fax at 3411-7799; or (c) in person from the Personnel Office, Hong Kong Baptist University, AAB903, Level 9, Academic and Administration Building, 15 Baptist University Road, Kowloon Tong, Kowloon. Completed application form should be sent to the same address. Please quote **PR** number on all correspondence. Applicants not invited for interview 4 months after the closing date may consider their applications unsuccessful. Details of the University's Personal Information Collection Statement can be found at <http://pers.hkbu.edu.hk/pics>.