



**Date:** October 7, 2016  
**Title of Position:** Reference Librarian  
MCCC Unit Position, Grade 5  
**Salary:** Estimated range \$56,524 - \$58,150 (as per MCCC contract) with benefits  
**Effective:** December 2016

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**Position Overview:** The Jonathan Edwards Library at BCC seeks an energetic and forward-looking Reference Librarian who will bring humor, patience and passion for serving our diverse community. This individual will help shape evolving library reference and instructional services and will actively engage with the academic community through reference, instruction, outreach, and other professional activities. Reporting to the Library Director and working closely with the Coordinator of Library Services, the Reference Librarian will develop and provide bibliographic instruction and information literacy across the curriculum; build relationships with faculty, students, and staff to support their information needs; provide general research help and guide library users in identifying, retrieving, and evaluating information in all formats; help develop and maintain our digital presence and strategy; help evaluate, select and maintain periodicals in all formats; help maintain seamless access to our databases and online services; and perform related work as directed.

**Required Qualifications:** An ALA accredited MLS or MLIS with 3 years of teaching experience in a variety of delivery modes. Proven ability to work effectively with a diverse student, faculty and staff population. Experience providing reference/research service in person and in online environments. Experience in creating and assessing online learning objects, such as specialized research guides and multimedia tutorials. Strong oral and written communication skills. Experience troubleshooting database access and authentication issues. Excellent teaching skills, strong proficiency with and interest in current and emerging technologies, and high interpersonal intelligence are crucial.

**Preferred Qualifications:** Experience in a Community College setting. Knowledge of learning styles and experience with active learning. Familiarity with assessment methods for library services and information literacy. Familiarity with OER (Open Educational Resources).

An equivalent combination of education, training, and experience will be considered for applicants who do not meet the qualifications as stated above. Such applicants are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position.

**Additional information:**

Source of Funding: State funded  
Area of Assignment: Academic Affairs  
Supervisor: Director of Library  
Schedule: Monday-Thursday 10:30 a.m. – 7:00 p.m. and Friday 10:00 a.m. – 4:00 p.m. while classes are in session; 8:00 a.m. – 4 p.m. during intersession and summer session.

MCCC  AFSCME  DCE  Non-Unit  Full-time  Part-Time

**Application Procedures:** For consideration, submit cover letter, resume, names and telephone numbers of three current professional references to Berkshire Community College, 1350 West Street, Pittsfield, MA 01201 or email to [tkozlowski@berkshirecc.edu](mailto:tkozlowski@berkshirecc.edu). A 10 – 15 minute information literacy teaching presentation will be required as part of the interview process. BCC is committed to providing an inclusive learning and working environment that values the diverse backgrounds of all people and encourages applications from individuals whose experiences and perspectives model the opportunities and success derived from a college education.

**Application Closing Date:** October 24, 2016

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