



JOB POSTING #04-24

Title: Librarian 1 or Librarian 2, Digital Resources
Location: Burlington County Library

Salary: Lib1 \$57,065; Lib2 \$58,416
Open: 01/29/2024 – until filled

ABOUT BCLS

The Burlington County Library System (BCLS) consists of 15 locations and both a Mobile Library and a Mobile Learning Lab that travel to dozens of community touchpoints throughout the largest county in the state. In addition, a Library by Mail service expands our reach in new and unique ways. We are an organization committed to staff growth and continuing education to help our team keep up with the ever-changing library field. Our Inclusion, Diversity, Equity and Accessibility (IDEA) committee works continually toward inclusion goals and new and evolving work group projects ensure there are system-wide opportunities for employees to tackle large initiatives. Other highlights include a StoryWalk® on our adjacent County Parks grounds, a 250-seat auditorium hosting concerts, performers and events for all ages and an annual Book Festival celebrating all things reading! Flip through our [2022 Annual Report](#) for more about our recent initiatives!

DESCRIPTION

As part of the Collection Management team that oversees the acquisition, cataloging, access, and day-to-day management of both physical and digital collection items, the Digital Resources Librarian is responsible for all of the digital products and services offered by BCLS.

Some examples of duties include:

- Provide oversight of electronic resources, including but not limited to, monitoring the marketplace for new resources, conducting product trials, managing subscriptions and renewals, troubleshooting issues, launching new products/services.
- Promote digital collections to customers on-site, through our digital channels as well as via community outreach and presentations.
- Work with selection team to evaluate, recommend, and purchase digital materials.
- Identify, evaluate, and keep current with emerging trends, practices, and standards related to electronic resources.
- Compile statistical reports of digital materials to support electronic resource purchases and renewal decisions.
- Assist with special projects that support the library's mission.
- Participate in professional conferences, seminars, and committees; read professional literature; attend and participate in staff meetings.
- Perform other duties as assigned.

REQUIREMENTS

- One year of experience.
- General knowledge of collection development.
- Familiarity with databases and electronic resources.
- Ability to translate new and emerging technologies into services that align with the library's mission.



- Ability to work independently and in a collaborative team environment.
- Interpersonal, analytic, and project management skills, including the ability to collaborate across departments and libraries.

SCHEDULE

Monday – Friday; four Sundays per year on reference desk.

Submit a cover letter and resume to jobs@bcls.lib.nj.us with **Job #04-24** in the subject line.