



The University of Guam does not discriminate on the basis of sex, race, color, religion, national or ethnic origin, disability unrelated to job requirements, age (except as permitted by law), citizenship status, marital status, or political affiliation. Furthermore, the University of Guam does not discriminate on the basis of sex in the admission to or employment in its education programs or activities.

ANNOUNCEMENT

February 20, 2019

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (TENURE/NON-TENURE TRACK APPOINTMENT, FULL/PART-TIME, SUBJECT TO THE AVAILABILITY OF FUNDS):

#043-19 ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR (TECHNICAL SERVICES LIBRARIAN)

Location:

University Libraries- Robert F. Kennedy Memorial Library

**University
Information:**

The University of Guam is the premier institution of higher education in the Western Pacific. It is a land-grant institution, accredited by the Western Association of Schools and Colleges Senior Commission. Located in the village of Mangilao on the island of Guam, the campus overlooks beautiful Pago Bay and the University's world-class Marine Biology Lab. The University has approximately 3,900 students, 90% of Asian or Pacific Islander ancestry, providing a uniquely diverse campus and multicultural atmosphere. As a regional, comprehensive, open admissions institution, the university awards degrees at the baccalaureate and master's levels through its two colleges and four professional schools. Over the next five years, the University will be entering an exciting period of growth linked to anticipated increases in military investments and resultant economic expansion in Guam. Three major University initiatives have been developed to maximize academic and community opportunities during this period: "UOG, the Natural Choice" to encourage local students to aspire to attend college and to choose the University of Guam; "UOG Green" with renewable energy and sustainability central to the initiative; and "UOG Leading Change" on Guam and in Micronesia. Extramural funding from competitive Federal sources as well as contracts is rapidly expanding. Such opportunities along with a critical mass of dedicated and capable administration, faculty, students, and staff make the University of Guam an exciting place to be for many years to come. Information on the University's campus security and fire safety may be accessed at <http://www.uog.edu/hro> (Under Links).

**General
Description:**

The University of Guam is looking for an individual who is interested in new challenges and opportunities for professional and personal growth. This position calls for someone who is self-motivated and adaptable, intelligent, possesses a global vision and who is interested in working in a dynamic, multi-cultural institution.

The University of Guam has an active Press dedicated to publishing research and writing about Guam and Micronesia. A variety of publishing opportunities are available to UOG faculty, employees, students and members of the communities we serve through the University of Guam Press.

Unit Description:

The Robert F. Kennedy Memorial Library is the largest library in Micronesia and holds more than fifteen print and media collections. These collections include more than 120,060 print titles, 216,060 print holdings including 72 serial subscriptions, 13,056 non-print media items. The library also has subscriptions to over 72 online journal databases providing access to over 211,132 unique electronic resources that offer a wide range of full-text, peer-reviewed articles. The 35,000 square foot building offers four audio/visual classrooms, nine conference rooms, and a computer-equipped literacy classroom. The library serves students, faculty, staff, and the general public who utilize the following services: research assistance, access to online journal databases, internet workstations, conference and study space, information literacy instruction, library tours, audiovisual equipment, assistive technology, interlibrary loan, and graduate assistance. The RFK Library is a unit of the WASC-accredited University of Guam and proudly extends its support to several of the university's programs of study, institutional research, and grant funded projects. It also serves as the regional depository for Government Documents. Visit the library at www.uog.edu/library.

**Character of
Duties:**

The library seeks a dynamic and enthusiastic technical services librarian to oversee the cataloging work of all staff, whether directly or indirectly, in the creation and maintenance of high-quality bibliographic records for all library resources and to provide leadership in carrying out maintenance projects to ensure the collection reflects the informational needs of the campus community. This librarian will provide leadership for original and complex copy cataloging of current and new items using Online Computer Library Center (OCLC) and SirsiDynix systems; oversee cataloging and acquisitions staff; collaborate with librarians at the Micronesian Area Research Center (MARC); provide Information Literacy instruction to student and neighboring communities, including face-to-face and online formats; coordinate and work with other faculty in team teaching activities; provide leadership in the development of collections that support University programs and research; as well as perform university and community services. The cooperative nature of the duties specified demand that chosen candidates maintain collegiality and professionalism. All other appropriate duties are as required, and candidates will be working some nights and weekends. The individuals will report to the Dean of the University Libraries.

Qualifications:

Minimum: Master's degree in Library Science (MLS) or Master's degree in Library and Information Science (MLIS) from an American Library Association (ALA) accredited library school from a U.S. regionally accredited institution or foreign equivalent. Knowledge of current cataloging tools and techniques, including the Anglo-American Cataloguing Rules, Second Edition (AACR2), Machine-Readable Cataloging 21 (MARC 21), Resource Description and Access (RDA), and Dublin Core. Experience in information literacy and reference instruction. Proficiency with technology as it relates to information resources and services. Familiarity and knowledge of electronic scholarly databases such as Elton B. Stephens Company (EBSCO), Journal Storage (JSTOR) and ProQuest. Demonstrated ability of working effectively in a multi-cultural and multi-ethnic institution and learning environment. Demonstrated knowledge of original and copy cataloging of library's collections, including thesis, dissertations, and local and federal government reports. Experience in building new collections. Experience in planning and executing collection maintenance plans, such as weeding. Strong interpersonal communication and public service skills. Knowledge and application of learning styles and teaching methods. Ability to meet academic promotion and tenure requirements, including but not limited to active participation in University and community service and in self-initiated research projects leading to publications. Must be willing to teach online.

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	<p>Preferred: A minimum of two (2) years cataloging and acquisitions experience in the past five (5) years with integrated library systems and electronic resources. Technical experience with SirsiDynix integrated library system. Technical experience with OCLC and DSpace. Familiarity with Marcive WEBDOCS and/or other document subscription services including uploading document records in the library catalog. Recent academic instruction and reference experience. Experience in providing instruction with e-Learning platforms (Moodle, Blackboard, etc.). Demonstrated knowledge of patron statistical information and data analysis is used in developing collection development and deaccessioning plans. Demonstrated knowledge of building engineering program in line with accreditation requirements and standards. Ability to interact with students, faculty and staff in a courteous, professional, and collegial manner. Experience in researching and writing grants to promote the library and the university. Experience working with online learning programs.</p>				
Salary Level:	<p>Salary will be commensurate with qualifications and experience relevant to the position. The following salary figures are for twelve (12) months:</p> <table><tr><td>Assistant Professor</td><td>\$51,314 - \$88,707 Per Annum</td></tr><tr><td>Associate Professor</td><td>\$56,813 - \$100,746 Per Annum</td></tr></table> <p>Compensation for employment shall not commence until all hiring conditions are met, including required employment visa. Annual salary will be prorated, if start of employment is delayed.</p>	Assistant Professor	\$51,314 - \$88,707 Per Annum	Associate Professor	\$56,813 - \$100,746 Per Annum
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Associate Professor	\$56,813 - \$100,746 Per Annum				
Appointment/ Relocation:	<p>The position is a twelve (12) month faculty position, three-year tenure track or non-tenure track (1, 2, 3 year) contractual appointment. The University provides relocation assistance to new employees if hired off-island on a three-year initial contract. Provided are travel expenses for the applicant and the applicant's spouse (as defined by Guam Law) and children under the age of 18 by the least expensive and most direct air route from the point of hire and for moving household goods to Guam by the least expensive carrier up to 3,500 pounds for a family and 1,750 pounds for an applicant without dependents. Insurance of household goods, if desired, is at the employee's expense.</p>				
Benefits:	<p>Fringe benefits include a medical and dental plan, life insurance, cafeteria plan (flexible tax benefit plan), and the Government of Guam retirement plan.</p>				
Application Process:	<p>Applicants for University of Guam faculty positions must complete an online job application through the UOG's online employment portal at https://uog.peopleadmin.com. Please have the following documents prepared and ready to upload with your application:</p> <ul style="list-style-type: none">(1) Letter of Intent, stating interest(2) Up-to-date curriculum vitae or resume(3) Copies of all graduate and undergraduate transcripts <p>Applicants who are short-listed for an interview will be required to provide a short (approximately 5 minutes) video clip of their lecture or presentation.</p> <p>Special Instructions for References: Three (3) current letters of recommendation from persons knowledgeable about your academic and professional performance must be provided by providing a list of at least three (3) references to be contacted on the References section of the online application. Enter each reference by clicking on the "Add References Entry" button. Provide the name, title, email address, mailing address, and telephone number of each reference. A system automated email will be sent to each reference's email address with a link to attach their reference letter to your application.</p> <p>Selected candidate must provide official transcripts prior to hire date. For further information, please contact Dr. Perry Jason C. Pangelinan, Chair, Technical Services Librarian Search Committee at pangelinanp@triton.uog.edu or the Human Resources Office at uoghro@triton.uog.edu, telephone number, (671) 735-2350 or fax number at (671) 734-6005.</p>				
	<p>Police and Court Clearance: Pursuant to Public Law No. 28-24 and Executive Order 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.</p>				
Application Deadline:	<p>Applications will be received no later than 11:59 p.m. on March 6, 2019 (Chamorro Standard Time/UTC+10).</p> <p>(Note to applicants in the mainland United States: Please be advised that Guam is a day ahead of the mainland United States.)</p> <p>For further information about the University of Guam, visit our Web Site at http://www.uog.edu. General information about Guam is available at http://www.visitguam.org. For local newspapers, The Pacific Daily News is available at http://www.guampdn.com and The Guam Daily Post is available at http://www.postguam.com.</p>				
Work Eligibility:	<p>Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.</p> <p>Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.</p> <p>Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.</p>				

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Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the University of Guam, you will be required to present valid documents to comply with this law.

The University of Guam is an equal opportunity employer and provider.

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, located at the EEO/ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 106, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).



JOSEPH B. GUMATAOTAO
Acting Chief Human Resources Officer