



## **DEAN OF THE LIBRARY**

### **JOB DESCRIPTION**

Wofford College seeks an innovative and strategic leader who is passionate about students and their success. The dean will join Wofford at a moment of major transition and growth, as the library completes a renovation of the building and joins a statewide-shared library service platform in summer 2020. The dean of the library and a staff of approximately 15 reference, circulation and archival librarians play an essential role in Wofford's commitment to academic excellence, collaborative teaching and learning, and community engagement. As a direct report to the provost, the dean of the library directs and manages all administrative, operational and technical functions of the Sandor Teszler Library and works closely with the Information Technology Services, the faculty and other academic personnel to carry out [Wofford's mission](#).

### **RESPONSIBILITIES**

Wofford College seeks an experienced, dedicated, and visionary leader dedicated to diversity, equity and inclusion. The successful candidate will:

- Develop a vision and strategic direction for the Sandor Teszler Library, managing change thoughtfully in a way that is responsive to user needs and the evolving technology landscape that includes digital libraries, open access and more.
- Effectively lead a team that designs and provides key services in support of innovative teaching and learning, as well as student and faculty research.
- Coordinate the coalition of services that comprises the academic commons, including research support, the Center for Innovation in Learning, the Writing Center, peer tutoring and more, recognizing the critical role the commons plays as a central hub in carrying out the college's educational mission.
- Budget and manage resources effectively. The dean will work collaboratively to assure resources are managed in such a way to assure fiscal health as well as opportunities for innovation.
- Advocate for the essential role of the library and librarians in a liberal arts institution. As a passionate and enthusiastic representative for the library across campus and beyond, the dean will build upon a strong sense of collegiality within the library, across campus and with other community and academic partners.
- Contribute actively to the progress Wofford has made on a [Strategic Vision](#) laid out in 2014 and begin to formulate ideas for the future. Situated in a state and

region poised for economic and population growth, Wofford anticipates a time of unprecedented progress as a national liberal arts college.

- Strengthen partnerships and services as we transition to a statewide shared [library service platform](#) in summer 2020.
- Foster a culture of collegiality, hospitality and innovation in the library as well as supporting the library staff in their daily work and professional development.

## QUALIFICATIONS

Candidates for position of dean of the library must hold an ALA-accredited MLS or equivalent with a second advanced degree preferred. They will draw upon substantial experience to demonstrate effective leadership and administrative experience within an academic library setting. The ideal candidate will possess many of the following:

- The skills of a library practitioner with significant experience effectively navigating the daily work of the varied roles of a librarian.
- Managerial expertise that supports the daily operations of the library and our staff members as they work with students.
- Mentoring expertise that supports staff members in their professional growth and development as scholars and professionals.
- Technical training and skills that support an understanding of emerging technologies and their incorporation into an existing system.
- Experience collaborating effectively with Information Technology Services to provide superior service to the college community.
- Experience with (preferred) or ability to support (required) an academic commons model that collaborates with other academic and educational support services on campus.
- An understanding of the challenges and trends likely to impact academic libraries at an institutional, consortium and national level.
- Skill and experience in strategic planning, fiscal planning and budget and resource management.
- Skill as thoughtful communicator, listener and advocate who effectively adapts these skills to different constituencies to build successful partnerships within the library and the college, as well as with outside entities.
- A commitment to fostering diversity, equity and inclusion that permeates one's professional work.
- A creative, energetic and results-oriented leadership style that promotes trust, autonomy and accountability.

## APPLICATION DETAILS

Please submit the following materials in a single email to Dr. Stacey Hettes at [hettessr@wofford.edu](mailto:hettessr@wofford.edu) using the subject line "Wofford College Library Search Submission."

- 1) Two- to three-page letter of interest substantially addressing how your leadership style/philosophy fits with a residential liberal arts college model.
- 2) Current curriculum vitae.

- 3) Names and contact information for 3 to 5 professional references. References will not be contacted without your permission.

Review of applications begins immediately and continues until the position is filled with an anticipated start date in early summer 2020.

### **ABOUT THE SANDOR TESZLER LIBRARY**

[The Sandor Teszler Library](#) was built in 1969 and dedicated in 1971 in honor of Sandor Teszler, a native of Hungary, a Holocaust survivor and a local textile executive. Use of the library grew quickly after the three-story, 43,000-square-foot building opened. The library won an award of merit from the South Carolina chapter of the American Institute of Architects, and in the decades since the library's original construction, the collections have continued to grow and diversify, and the building continues to evolve to meet student and faculty needs.

The Sandor Teszler Library is currently undergoing a top-to-bottom building renovation that positions it as an academic commons to facilitate student learning and collaboration. As essential partners in student success, the librarians and archivist run an active subject liaison and personal librarian program that connects students and faculty to library resources. The library houses the college's special collections and archives, including the historic records of the South Carolina Conference of the United Methodist Church. The lower level of the library features an art gallery with exhibitions changing each semester. The library prides itself on being a place where everyone can feel like they belong because they are universally respected, important and welcomed.

### **ADDITIONAL INFORMATION**

Wofford College does not discriminate on the basis of race, color, creed, religion, sex, age, national origin, disability, veteran status, sexual orientation or any legally protected status.

Wofford College values diversity within our students, faculty and staff, and strives to recruit, develop, and retain the most talented people. We encourage applications from all underrepresented groups, including persons with varied backgrounds, perspectives, and experiences, regardless of race, color, creed, religion, sex, sexual orientation, age, national origin, disability, veteran status or any legally protected status in accordance with applicable federal and state laws.

It is the policy of Wofford College to provide reasonable accommodations for qualified individuals with disabilities who are employees or applicants for employment. If you require an accommodation to participate in any part of the hiring process, please reach out to [HumanResources@wofford.edu](mailto:HumanResources@wofford.edu).

A background check will be conducted for finalist candidates. Employment is contingent upon completion of a successful background check and establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986.

Salary will be commensurate with experience. Wofford College provides a competitive benefits package including employer contribution to retirement savings, employer premium contribution to comprehensive major medical insurance, disability insurance, and other accompanying fringes.

## **ABOUT WOFFORD COLLEGE**

Wofford College, established in 1854, is a four-year, residential liberal arts college located in Spartanburg, S.C. It offers 26 major fields of study to a student body of 1,725 undergraduates. Nationally known for its strong academic program, outstanding faculty, study abroad participation and successful graduates, Wofford is recognized consistently as a “best value college” and is among the New York Times’ “Top Colleges Doing the Most for the American Dream,” a ranking based on accessibility for low- and middle-income students. The college community enjoys Greek Life as well as 19 NCAA Division I athletics teams.

Wofford’s mission is to provide superior liberal arts education that prepares its students for extraordinary and positive contributions to a global society. The focus of Wofford’s mission is upon fostering commitment to excellence in character, performance, leadership, service to others and lifelong learning. Wofford strives for sustainability in all aspects of college life through respect for the environment and through our core values.

## **ABOUT SPARTANBURG**

Spartanburg is a city of about 40,000 located in the northwestern part of the state, about one hour’s drive from Charlotte or Asheville, North Carolina, and about 30 minutes from Greenville, South Carolina. Coastal South Carolina can be reached in about three hours. Learn more about Spartanburg [www.spartanburgchamber.com/live](http://www.spartanburgchamber.com/live).