



Online Learning Librarian

The [Loyola ▪ Notre Dame Library](#) seeks a dynamic, innovative, and experienced librarian to join our Access, Research and Learning Department. The Online Learning Librarian will provide leadership and direct the creation, implementation, and assessment of online learning services and programs.

The successful candidate will communicate effectively and work collaboratively with other units in the library and on campus to build, position, and assess online tutorials and embed library materials into courses to support the information needs of a diverse population of undergraduates, graduates, and faculty at [Loyola University Maryland](#) and [Notre Dame of Maryland University](#).

Position Responsibilities:

- Create and implement an innovative and effective program of online instruction including the development and assessment of a broad range of accessible teaching and learning objects including but not limited to web-based tutorials, instructional videos, research guides, and web sites fully integrating e-learning into the course management system and the curricula that support research and learning for faculty, students and staff of the LNDL community.
- Proactively seek faculty partners to promote and integrate information and digital literacy instruction into academic programs.
- Provide library research instruction to on campus and off-site students incorporating active learning into both in-person and online experiences.
- Work closely with other units on the two campuses (Loyola University of Maryland and Notre Dame of Maryland University), to provide services to students, including technology services and online program support, to integrate library materials with course management software.
- Investigate and implement enhancements to services for distance students.
- Provide general reference service (some evenings and weekends required).
- Perform liaison duties to promote services and resources to faculty.
- Participate in other departmental and library-wide initiatives.

Required Qualifications:

- ALA-accredited Master's in Library/Information Science;
- Two or more years of instruction experience;
- Demonstrated knowledge of current trends and issues in online education;
- Demonstrated knowledge of online course management software and video conferencing software;
- Demonstrated effective oral, written, and interpersonal communication skills;

- Demonstrated leadership skills;
- Ability to work creatively and effectively both individually and collaboratively;
- Ability to thrive in a changing work environment and demonstrated commitment to professional development.

Preferred Qualifications:

- Working knowledge of or grounding in online learning theory;
- Working knowledge of tutorial software (Captivate, Camtasia);
- Coursework or degree in instructional technology design;
- Working knowledge of open-source technologies, web design, or instructional design;
- Familiarity with tools and standards for creating accessible online learning objects;
- Familiarity with copyright law and “fair use” guidelines.

About the Library:

The [Loyola Notre Dame Library](#), located in northern Baltimore City, is a member of the [University System of Maryland and Affiliated Institutions](#) and serves [Loyola University Maryland](#) and [Notre Dame of Maryland University](#). The library serves as an integral part of the campuses by providing information services and resources to support the academic programs and educational concerns of the two institutions. Loyola University Maryland, a member of the [Association of Jesuit Colleges and Universities](#), is recognized for excellence in teaching and learning. Notre Dame of Maryland University is a leader in the education of women and non-traditional students. The Library serves a student population of 6,160 FTE.

The Library offers an excellent benefit package that includes medical, access to dental, life, disability insurance, and TIAA-CREF retirement. Librarians also receive support for professional development. Successful candidates will be subject to a pre-employment background check.

The Loyola Notre Dame Library is an equal opportunity employer and does not discriminate on the basis of race, color, national and ethnic origin, religion, sex, sexual orientation, disability, or age.

Application Procedures: Review of applications will begin immediately and the position will remain open until filled. Please submit electronically a resume, cover letter, and a list of three (3) work-related references with “**Online Learning Librarian**” in the subject line to Lorena Dion, Administrative Operations Coordinator: ldion@loyola.edu.