Systems and Discovery Librarian
Worcester Polytechnic Institute

Job Title	Systems and Discovery Librarian
Department	Scholarly Communication & Open Strategies
Institution	Worcester Polytechnic Institute
	Worcester, Massachusetts
Date Posted	Mar. 4, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Library
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JOB TITLE
Systems and Discovery Librarian

LOCATION
Worcester

DEPARTMENT NAME
Scholarly Communication & Open Strategies

DIVISION NAME
Worcester Polytechnic Institute - WPI

JOB DESCRIPTION SUMMARY

Systems and Discovery Librarian
Worcester Polytechnic Institute

Reporting to the Associate Director for Scholarly Communication and Open Strategies, the Systems and Discovery Librarian has primary responsibility for the daily management, configuration, and support of the library's Integrated Library System [ILS] and content discovery platform, currently Ex Libris Alma and Primo VE; and for the performance and functionality of other core access and discovery systems, including EZproxy and ILLIAD. This position will take the initiative to develop new user services based on the capabilities of the ILS and other core library systems; they will serve as the lead staff in the library for system configuration, troubleshooting, training, analytics, and documentation. This position will also work collaboratively to promote discovery across all the library's electronic resource systems, including WPI's institutional repository (Digital WPI), and archives and special collections systems (ArchivesSpace); and to apply UX approaches and best practices to all the library's discovery and access systems.

JOB DESCRIPTION

Responsibilities:

Systems and Discovery Strategies:

Core systems support: Daily management, configuration, and support of the library's systems that support core library services including circulation, cataloging, acquisitions, serials, electronic resources, data reporting, and public access (including Primo, Alma, EZProxy, and ILLIAD). Serve as lead technical liaison for core library systems with product vendors and WPI Information Technology staff. Troubleshoot complex problems with core library systems, including systems issues and access problems.

Discovery services and support: Serve as a contact point for library staff for questions related to discovery and systems; prepare written documentation and related training on library systems, services, and related applications. Manage and maintain virtual "discovery" collections of library resources in Primo; and manage and maintain the library's core database of databases in the Springshare platform (A-Z list). In collaboration with other library staff, assess, maintain, and enhance the library's discovery services to assure users a consistent, high-impact, accessible experience when using library systems, services, and content.

Reporting and analytics: Facilitate analytic reporting from library core systems, including extracting, manipulating, and visualizing data; work with other library staff to prepare reports and statistical data to support library decision-making.

Emerging technologies and standards:

Systems and Discovery Librarian
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Maintain, continually update, and share best practices and relevant technical advances in library systems and discovery through research and engagement with relevant professional communities. Engage in and contribute to the profession through continuing learning, service, research, presentations, or professional communications.

Library and community service: Participate in and contribute to library and WPI committees, initiatives, and goals, including goals of the library and the university regarding equity, inclusion, and sustainability. Perform other duties as assigned to meet department, library, and university goals and objectives. Remote work options are negotiable.

Performs all other duties and responsibilities as assigned or directed by the supervisor.

Requirements:

Required skills, education, and experience:

- Bachelor of Arts or Bachelor of Science degree.
- Graduate degree in library or information science, or another relevant field such as academic technology, or equivalent experience and education. Candidates with graduate degrees in progress are welcome.
- Demonstrated experience using library platforms, systems, and technical standards, such as integrated library systems, discovery systems, authentication software, OpenURL linking standards, and metadata standards (such as MARC, Dublin Core, MODS, and METS)
- Demonstrated experience with managing and configuring digital platforms to support academic operations and services.
- Knowledge of current and recent trends in library search, discovery, and delivery systems such as Alma/Primo and the Springshare platform.
- Project collaboration, management and execution skills, including the ability to engage effectively with collaborators and manage multiple simultaneous projects and competing priorities**.**
- Ex Libris Certification (required within 6 months of employment).
- Familiarity with at least one programming or markup language (such as, but not limited to XML, Perl, JSON and/or PHP), and the workings of APIs and SQL.
- Strong oral and written communication, interpersonal skills, and the ability to collaborate with diverse colleagues and customers.
- Strong focus on customer service and user experience.
- Excellent analytical, organizational, and problem-solving skills.
- Initiative to work independently and identify opportunities for improving library systems performance and user experience.

We encourage anyone who is interested in this opportunity to apply, even if they do not meet all of the job requirements listed above. We seek candidates who believe they have the skills and experience to be successful in this role.

Preferred skills and experience:

- Two or more years' professional experience working in an academic library or academic technology setting.
- Familiarity with library-wide business processes and current issues and trends in academic libraries.
- Awareness of and ability to implement accessibility standards and guidelines.
- Enthusiasm for creative approaches to using digital tools and systems to accomplish academic goals.

Salary: $62,500 - $66,000. This is mainly an on-site position, however flexibility is allowed for remote work one day per week. WPI's benefits package includes a robust retirement match, wellness perks, tuition assistance and more!

FLSA STATUS
United States of America (Exempt)

WPI is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability. It seeks individuals from all backgrounds and experiences who will contribute to a culture of creativity, collaboration, inclusion, problem solving, innovation, high performance, and change making. It is committed to maintaining a campus environment free of harassment and discrimination.

To apply, visit: https://wpi.wd5.myworkdayjobs.com/en-US/WPI_External_Career_Site/job/Worcester/Systems-and-Discovery-Librarian_R0003100

About WPI
WPI is a vibrant, active, and diverse community of extraordinary students, world-renowned faculty, and state of the art research facilities. At WPI, we have competitive and comprehensive benefits, including health insurance, long-term care, retirement, tuition assistance, flexible spending accounts, work-life

balance and much more.

Diversity & Inclusion at WPI
WPI is committed to creating an inclusive workplace where everyone feels valued and respected; a place where every student, faculty and staff member can be themselves, so that they can study, live, and work comfortably, to reach their full potential, and make meaningful contributions in order to meet departmental and institutional goals. WPI thrives on innovative practice and welcomes diverse perspectives, insight, and people from diverse lived experiences, to enhance the community environment and propel the institution to the next level in a competitive, global marketplace.

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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Worcester Polytechnic Institute
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