

Executive Director, University Libraries  
Marian University

Direct Link: <https://www.AcademicKeys.com/r?job=259119>

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Posted Jul. 3, 2025, set to expire Dec. 14, 2025

**Job Title** Executive Director, University Libraries  
**Department** Academics  
**Institution** Marian University  
Indianapolis, Indiana

**Date Posted** Jul. 3, 2025

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Director/Manager

**Academic Field(s)** Library

**Job Website** <https://marian.rec.pro.ukg.net/MAR1500MNUI/JobBoard/fde73847-46d9-4c8a-924e-a28b5c630bfc/OpportunityDetail?opportunityId=0b9e4caf-6979-428c-947d-3d1ed61958e0>

**Apply By Email**

**Job Description**

Job Details

Description

As a part of a diverse community of faculty and staff who represent many faith systems and worldviews, Marian University seeks qualified candidates for an Executive Director of University Libraries, who will promote our Catholic Franciscan mission and identity by managing all library operations in alignment with Marian University goals, including budget, planning, personnel, and coordination of building activities and learning spaces, and works with the administration and library team to ensure appropriate levels of library support, interacting with library users daily. This position will report to the Assistant Provost.

Essential Duties and Responsibilities:

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Actively engage the Catholic Franciscan mission and identity of Marian University by modeling the Franciscan Sponsorship Values and honoring the legacy of the founding congregation through transformative education, unity in diversity, leadership through service, integrating faith and life, and institutional policies.

Aligns University Library operations to the strategic goals of the University

Innovates, collaborates, and works to continuously improve library operations and services

Oversees and assesses the administrative services of the library, responsible for developing and implementing library policies and procedures, curates the physical and digital collections, and assuring the delivery of services.

Serves as the building point of contact for library space usage, both short- and long-term. Collaborate with library staff and other library-housed programs to submit capital requests for building and technology enhancements.

Oversees fiscal responsibilities related to library acquisitions, materials, services, and personnel.

Provides leadership and strategic planning for the library and engages in a team-based culture through the support of academic instructional and information needs.

Promotes information literacy concepts and frameworks in a variety of settings.

Provide dotted-line and project supervision to 2 librarians at Marian University's Ancilla College library in Plymouth, IN.

Leads, motivates, and supports the professional development of the library staff that promotes goal-oriented outcomes and achievement.

Supervise and support library staff, including Director of Health Professions Library Services, Director of Educational Technology, 2 full-time librarians, and 2 educational technologists.

Promotes library innovations, trends, and outreach.

Works with advancement office to identify donors, relevant grants, and funding for library initiatives.

Collaborates with campus partners to promote and support student engagement and success.

Serves on PALNI's (Private Academic Library Network of Indiana) Board of Directors and actively contribute to PALNI committees and task forces.

Adheres to Marian University's policies and procedures.

Required Qualifications:

Master's degree in library science (MS or MLS) from an ALA accredited program required.

Five years of experience in an academic library or comparable setting, including management of staff and/or librarians, budgets, space, and collections; evidence of research, scholarship, and service to community, university, or professional organizations a plus.

Experience in cross-campus or cross-departmental collaboration.

Project management experience.

Proficiency in library management systems, course management systems, and office technologies is desired.

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Knowledge of and commitment to the mission of Marian University.

Review of applications will begin immediately and continue until the position is filled.

For Consideration All Applications Require:

Cover Letter

Current resume or CV

Contact information of three professional references. The reference contact information must be entered after the application is submitted in the "My Presence" section of the applicant profile.

Responses to the supplementary mission & identity questions.

Please Review Marian University's Mission & Identity Statement before responding to the supplementary questions on your application:

<https://www.marian.edu/faith>

Marian University is an Equal Opportunity Employer. All individuals, including minorities, women, individuals with disabilities, and veterans are encouraged to apply.

Equal Opportunity Employer

This employer is required to notify all applicants of their rights pursuant to federal employment laws. For further information, please review the Know Your Rights notice from the Department of Labor.

### **Contact Information**

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

### **Contact**

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