



UNIVERSITY LIBRARIES

Field Study Program

To apply for the position, please submit your resume to the email address below.

Name of Requester Yelena Luckert **Date Submitted** July 25, 2011

Division/Unit Humanities & Social Sciences Librarians **Email** yluckert@umd.edu

Descriptive Overview: Provide a brief and descriptive summary of the purpose of the position.

The Humanities and Social Sciences Librarians at McKeldin Library seek one or more graduate students in Library Science for a field study. The successful student(s) will help the Librarians create online tools for research and will have opportunities to participate in reference services (both in-person and online) and instruction in a busy academic library.

The Humanities and Social Sciences Librarians includes twelve full-time subject librarians who contribute to the research, teaching, and learning activities of the College of Arts and Humanities, College of Behavioral and Social Sciences, Robert H. Smith School of Business, College of Education, Philip Merrill College of Journalism, College of Information Studies, and School of Public Policy through reference services, library instruction, and collection management.

Duties and Responsibilities: Provide a bulleted list of duties and responsibilities. List the top five to seven work activities below.

- Under the supervision of librarians, work independently to create research guides in one or more of the subject areas taught by the Colleges listed above. Conduct basic research on academic departments, programs, and courses to assess research needs; compile information on relevant print and electronic library resources; create online guides using Campus Guides and/or video tutorials using Camtasia or Jing; create other web-based guides or tools as appropriate.
- Work closely with librarians to provide reference service at the McKeldin Library Information Desk and via Question Point/Maryland Ask Us Now ("chat reference"), and to co-teach library instruction sessions in one or more of the subject areas listed above.

Required Qualifications:

- Current MLS or MIM student at the University of Maryland, College Park
- Undergraduate major or minor or graduate work in one or more of the subject areas taught by the Colleges listed above
- Proficiency with computers, including Microsoft Office, Internet searching, library catalogs and databases, etc.

Preferred Qualifications:

- Basic knowledge of HTML programming
- Experience using Campus Guides, Camtasia, Jing, SnagIt, or similar programs to create subject guides, video tutorials, screen captures, etc.