



Position Title: Part-Time Library Student Associate

Job Code: 8112

Reports To: Library Director

Grade: HI

FLSA: Exempt

Job Description:

The Part-Time Library Science Student Associate is responsible for various aspects involved in the provision of library services.

Duties & Responsibilities:

- Provides reference service to students, faculty and staff, under the supervision of a professional librarian
- Assists faculty in aspects of library service and collection development, under the supervision of a professional librarian
- Individual projects could be customized to meet student interests
- Performs other duties as assigned

Essential Personnel:

Non-essential

Minimum Requirements:

- Must be currently enrolled in an approved Master's degree of Library or Information Science program from a regionally accredited institution
- Must have completed coursework in Reference and/or Electronic/Internet Resources

ACKNOWLEDGEMENT

I have read and acknowledge receipt of a copy of my job description.

Signature

Date

Printed Name