



POSITION DESCRIPTION

The Western Pacific University

OFFICE/DIVISION:	Western Pacific University's Office of the Vice President, academic Affairs.
POSITION TITLE:	Director of Library Services
POSITION NUMBER:	WPULS001
JOB LOCATION:	Western Pacific University, Ialibu, SHP.
SALARY LEVEL:	N14

ORGANIZATIONAL RELATIONSHIP:

Reports to:	Vice President Academic Affairs
Supervises:	Deputy Director Library and Services Management, Deputy Director Library and Services.
Coordinates with:	Vice Presidents, Research, Administrative and Finance Divisions.

JOB PURPOSE

The Director of Library Services must be an experienced and visionary leader to collaborate with the University community in positioning the Western Pacific Digital Library for ongoing excellence in supporting student success and staff research. The Director of Library Services shall be deeply knowledgeable about emerging technologies and will use that understanding as a foundation for leading the library toward a new vision of serving current and future needs of WPU's staff, undergraduate and postgraduate students as well as the outside community.

DUTIES AND RESPONSIBILITIES:

The Director of Library Services must be experienced and visionary leader to collaborate with the University community in positioning the Western Pacific Digital Library for ongoing excellence in supporting student success and staff research. The Director of Library Services shall be deeply knowledgeable about emerging technologies and will use that understanding as a foundation for leading the library toward a new vision of serving current and future needs of WPU's staff, undergraduate and postgraduate students as well as the outside community.

REQUIREMENTS AND QUALIFICATIONS:

- a. Doctorate in a relevant academic discipline or three years of experience at Senior Lecturer level or above in the areas of academic development or human resource development in a University or equivalent.
- b. Experience in the areas of academic programmes development and evaluation in higher education with evidence of related research and publication.
- c. Evidence of organizational and human resource development skills and higher-level computer skills are essential.
- d. Experience in Pedagogy and Didactics in higher education, educational administration and quality assurance in higher education.
- e. A minimum of three years of progressively responsible professional librarian and managerial experience, within a university library.
- f. Demonstrate knowledge of current and emerging technologies in library services, information technology and information literacy.
- g. Ability to leverage new technologies to develop a vision and new strategies to support changing student needs.
- h. Experience in meeting the diverse needs of stakeholders.
- i. Strong collaborative and communication skills
- j. Demonstrated understanding of program and service trends that support academic success.
- k. Willing and able to support and advance the University vision, mission and research, learning and teaching objectives.