Library Systems & Web Services Librarian – Texarkana Public Library

Position Summary

Texarkana Public Library in Texarkana, Texas seeks a Library Systems & Web Services Librarian. The position is responsible for managing and maintaining library systems and technologies and acts as a resource person to library staff on automation, technology, process improvement, and developments affecting the library. This position manages and optimizes the library services platform to ensure efficient and seamless access to resources and services.

The library IT department is responsible for supporting and maintaining systems and infrastructure that belong to the library. The primary goal is to provide efficient operation and management of library technology.

The ideal candidate has experience with supporting and developing one or more ILS/LSP and discovery systems.

Essential Functions

- Design, develop, and maintain the library website using the library’s content management system
- Lead ongoing usability testing on the library website. Work with library management, patrons, and other stakeholders to coordinate and administer tests, analyze feedback, incorporate changes to the library website and communicate results. Ensure the library’s web-based content adheres to web accessibility standards.
- Administer online databases and associated middleware (EZProxy, OCLC Knowledge Base, SirsiDynix Symphony, Envisionware, NCIP Server, etc.)
- Support online discovery of library resources via the integrated library system (ILS) and associated products. Activities may include service configurations, integrations, upgrades, enhancements, or other fixes; daily management, maintenance, troubleshooting and user support.
- Keep current on and recommend new technology applications; lead and manage implementation; serve as co-administrator of the library’s ILS.
- Perform assessment of library technologies and web services.
- Maintain working knowledge of library and web technology, best practices, and proficiency in maintaining library systems.
- Teach library instruction sessions, create user guides, videos and tutorials as needed.
- Manages technical projects within the library.
- Provides application-level support to the library.
- Participates actively in technology user groups, listservs, and forums relevant to the position.
- Tracks problems related to library systems and software.
- Escalates issues to vendors and manages vendor relationships.
- Develops services based on system capabilities.
- Engages in problem-solving and workflow assessment.
- Works to improve user services.
- Assists and supports digital preservation projects.
• Participates in committees as required.
• Performs all other duties as assigned.

Additional Functions

• Analyzes and documents user needs, existing and new policies, processes, procedures, and operational methods to consider improvements to new and existing systems.
• Performs testing of new systems, upgrades, and patching of existing systems; may include developing test plans.

Required

• Experience with administering an integrated library system, preferably SirsiDynix Symphony.
• Knowledge of integrated library systems, NCIP Server, EZProxy, authentication protocols, interlibrary loan, and content management systems.
• Experience with website design, including HTML, CSS and JavaScript/JQuery.
• Experience with EDI ordering.
• Familiarity with website accessibility standards and guidelines.
• Strong project management skills: ability to manage technical projects in a library setting with demonstrated capabilities in terms of project planning and estimating work assignment, progress review, and reporting.
• Excellent communication skills, both written and verbal, including the ability to bridge functional and technical resources by communicating effectively with individuals of varying systems expertise and business needs.
• Flexibility and ability to exercise sound judgement.
• Self-directed and self-motivated learner can work independently and in groups.
• Ability and commitment to serve a diverse, multicultural patronage.
• Must be able to respect, support, and contribute to the library’s mission.
• ALA accredited master’s degree

Preferred

• 2 years of experience with supporting and developing one or more ILS/LSP and discovery systems.
• Experience with the Microsoft operating system.
• Knowledge of shell scripting.
• Experience with a programming language.
• Experience working with APIs, AngularJS, Python, or similar applications.
• Familiar with MARC (machine readable cataloging) and data interchange formats such as XML and JSON
• Familiar with metadata schemes such as Dublin Core, METS, MODS, or EAD.
• Experience with a digital archive system.
• Experience with SirsiDynix Symphony, Envisionware, WhoFi, Blue Cloud.
• Experience in reference and instruction.
• Experience with at least one programming or scripting language.
• Experience working with outside vendors and contracted services

**Additional Information**

Employment with Texarkana Public Library is contingent upon the applicant undergoing a background investigation.

TPL seeks to attract, develop, and retain the highest quality staff and administrators.

**Application Instructions**

Please complete the application for employment and attach the following: letter of interest denoting position for which applying, Resume and/or Curriculum Vitae, Copies of all transcripts reflecting receipt of terminal degree in discipline for which applying, and a listing of three professional references. For consideration for employment, all materials above must be submitted at one time. Incomplete application packets will not be considered. Submissions should be emailed to director@txklibrary.org