



Burnaby Public Library invites applications for the following position.

SYSTEMS LIBRARIAN

Burnaby Public Library is seeking a regular full-time Systems Librarian to lead a small team of dedicated staff in the management and support of library systems and technology across Burnaby's four library branches.

Burnaby Public Library empowers the community to engage with and share stories, ideas and information. Our vision is a welcoming community where all people can explore, learn and connect.

Burnaby is the third largest city in British Columbia, with excellent rapid transit links, significant parkland, and well-equipped recreational facilities. Our 230,000 residents speak more than 100 languages, and more than half of our culturally diverse population has a mother tongue other than English.

BPL's four branches are important public spaces, meeting places and centres for discovery and dialogue, anchored by our broad and deep collections and our commitment to in-person service. BPL is changing to continue to meet the needs of our highly diverse community, with an increased emphasis on community-led approaches and connecting with people outside the library, a greater focus on digital literacy, and a commitment to upgrading and rethinking our public and staff spaces.

Position Title: SYSTEMS LIBRARIAN

Position Summary:

Reporting to the Assistant Director, Collections and Technology, the Systems Librarian manages and supports library technology projects and initiatives across Burnaby's four library branches. The position leads the assessment and implementation of new systems and technologies; manages and supports existing technology platforms, including the library's integrated library system and discovery layer; plays a key role in driving and supporting digital literacy initiatives, including technology lending and technology in support of community outreach and public programs; leads data projects for the system; and plans, assigns and supervises the work of systems support staff.

This is a regular full time position, with 37.5 weekly hours. The current schedule is Monday to Friday, 9am to 5pm. Some evening and weekend work will be required.

Duties:

- Performs technical, supervisory and professional librarian work in managing the operation, development and maintenance of library systems, including the library's integrated library system and discovery layer.
- Acts as a resource on matters related to technology, including on the acquisition, maintenance and troubleshooting of hardware and software.
- Identifies technology needs for the library system, prepares proposals and advises on the capabilities and benefits of specific hardware and software solutions. Set priorities, prepares short and long-term implementation plans and recommends budgets.
- Oversees the implementation of new or revised library systems. Schedules, develops and documents procedures for implementation and resolves problems as required. Oversees customization within systems and develops formats for reports, menus, record and files.
- Works collaboratively with colleagues at BPL and in the City of Burnaby to deliver on library strategic priorities and address community needs. Acts as a liaison between library staff, City of Burnaby IT staff and library vendors.
- Keeps abreast of developments in library technologies. Provides advice, information, training and assistance to library staff in the use of library systems and technology.

- Plans, assigns and supervises the work of a small team of library systems support staff. Supports and motivates staff to develop, grow and stretch in an organizational culture that reflects BPL values and in a rapidly changing library environment.

Qualifications:

- A master's degree in librarianship from an ALA-accredited university plus courses in computer science, considerable related experience, or an equivalent combination of training and experience.
- Curiosity about the needs of library patrons and community members and a passion for developing and delivering services that respond to those needs.
- Experience implementing and supporting an integrated library system and/or managing data in complex systems. Working knowledge of software applications needed to manage the ILS environment, including knowledge of SQL.
- Experience in a public library, and knowledge of public and technical services operations and cataloguing standards and formats, including MARC and RDA.
- Excellent oral and written communication skills, a collaborative approach to working with colleagues, and the ability to interact professionally with a variety of internal and external contacts. Experience in training, customer support and writing technical documentation.
- Strong analytical, troubleshooting and problem solving skills. Proven ability to manage multiple projects and assignments concurrently and effectively.
- An individual who embraces empathy and brings different experiences and perspectives that will add to and challenge our leadership team. BPL believes that diversifying our leadership team will make our organization stronger and more reflective of the community we serve.

Salary: \$ 39.56 to \$ 47.45 (2019 rates). Burnaby Public Library offers a comprehensive benefit package.

Submit your resume and cover letter to libadmin@bpl.bc.ca by **Friday, October 2, 2020**. Please quote **Competition #23/2020.09.23**.

We thank all applicants for their interest in Burnaby Public Library. However, only those selected for an interview will be contacted.
