

Librarian (Equity and Instruction)
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=254581>

Downloaded On: Apr. 1, 2025 11:56pm

Posted Mar. 18, 2025, set to expire Jun. 1, 2025

Job Title	Librarian (Equity and Instruction)
Department	Staff
Institution	Foothill-De Anza Community College District Los Altos Hills, California
Date Posted	Mar. 18, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Administration - Other
Apply Online Here	https://apptrkr.com/6086833

Apply By Email

Job Description

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Librarian (Equity and Instruction)

HR EMPLOYMENT/CAREERS

Initial Review Date: 05/01/25*

*Any complete applications received after the review date will only be forwarded to the hiring committee at their request.

The Foothill-De Anza Community College District is currently accepting applications for the faculty position of Librarian (Equity and Instruction), De Anza College.

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The Foothill - De Anza Community College District does not have a remote work policy. All employees are expected to be available to work in person and on-site per the requirement of the department.

The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

Foothill - De Anza Community College District Mission Statement:

The mission of the Foothill-De Anza Community College District is student success and educational excellence. The district and its colleges provide access to affordable, quality educational programs and services that develop a broadly educated and socially responsible community that supports an equitable and just future for California and the global community. Every member of our district contributes to a dynamic instructional and learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. Foothill-De Anza is driven by an equity agenda and core values of integrity, inclusion, care for our students' well-being, and sustainability.

De Anza College Mission Statement:

De Anza College provides an academically rich, multicultural learning environment that challenges students of every background to develop their intellect, character and abilities; to realize their goals; and to be socially responsible leaders in their communities, the nation and the world.

De Anza College fulfills its mission by engaging students in creative work that demonstrates the knowledge, skills and attitudes contained within the college's Institutional Core Competencies:

- Communication and expression
- Information literacy
- Physical/mental wellness and personal responsibility
- Civic capacity for global, cultural, social and environmental awareness
- Critical thinking

DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

1. Engage with diverse communities, especially historically under-resourced communities, and design equity-informed library programming and services to meet their needs.

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2. Develop, teach, and assess information literacy in various modalities, particularly keeping equity in mind, including orientations, workshops, and for-credit courses.
3. Keep current with library trends and developments, in particular equity-orientated and non-traditional practices.
4. Contribute to the development, assessment, and continuous improvement of library programs and services.
Create and curate user guides, promotional materials, and publicity spotlighting multicultural and equity-minded resources, services, and programs.
5. Assist in collection development management by reviewing, evaluating, and recommending new materials as well as evaluating and weeding materials (print and electronic).
6. Provide reference service to students including research and citation assistance in multiple modalities.
7. Provide faculty services in multiple modalities including integrating traditional library resources and open educational resources.
8. Collaborate with other college faculty in developing information competency components within their disciplines with consideration of AI tools.
9. Assist in the supervision and training of work study students employed at the library.
10. Perform other related tasks as required.

Standard duties expected of all faculty include development and evaluation of curricula, maintaining scheduled office hours, attending department and division meetings, pursuing professional growth activities, and performing other duties consistent with the role of an instructor. Instructors also have the opportunity to serve on District and college committees and participate in campus extra-curricular activities.

MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Master's in library science, or library and information science, **OR** the equivalent.

PREFERRED QUALIFICATIONS

1. Thorough knowledge of current trends and developments in the library profession including

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- multicultural resources and equity-minded practices and initiatives
2. Experience with Library Services Platform (ExLibris Alma/Primo VE, ALMA Digital preferred)
 3. Knowledge of and experience in promoting the use and creation of Open Education Resources
 4. Experience with a current version of a course management system (Canvas preferred)
 5. Experience in collection development, reference services, and programming
 6. Ability to work independently as well as part of a team and to interact effectively with others in an educational environment
 7. Excellent oral and written communication skills, including using online tools to communicate to an audience
 8. Willingness to learn new skills in a constantly changing environment

WORKING CONDITIONS:

Environment:

1. Indoor, office environment.

Physical Abilities:

(Applicants should perform these physical abilities with or without reasonable accommodations)

1. Hearing and speaking to exchange information.
2. Vision sufficient to read various materials.
3. Dexterity of hands and fingers to perform the tasks required of the position.
4. Regularly stand, walk, and sit for extended periods of time.
5. Bending at waist, kneeling, or crouching.
6. Reaching overhead, above the shoulders, and horizontally.
7. Lifting and carrying objects up to 20 lbs.

APPLICATION PACKET:

1. A District on-line application to be completed at <http://hr.fhda.edu/careers/> *In the application, you will provide information, which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. Additionally, you will be asked

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to explain how your life experiences, studies or work have influenced your commitment to diversity, equity and inclusion.

2. A cover letter documenting your experience, skills, and abilities as they relate to each of the minimum and preferred qualifications enumerated in the position announcement. Please be sure to address all preferred qualifications that you meet, as your responses will be a primary source of information concerning your qualification for the position.
3. A current resume or CV of all work experience, formal education, and training.

If you wish to request equivalency for this position (if you do not otherwise meet the minimum qualifications via educational degree attainment as specified), you must submit the Request for Equivalency form and supporting documentation. This form must be submitted with your application packet. You may either scan a hard copy of this form with your application packet or submit it as a Word document with your application packet. http://hr.fhda.edu/_downloads/Equivalency.pdf

Applicants will be **REQUIRED** to submit transcripts for salary placement purposes. Applicants who have international transcripts must obtain transcripts that are evaluated by an independent educational-equivalency evaluation company and obtain an English translation (if necessary). These services are to be done at the applicant's expense.

If any required application materials are omitted, the committee will not review your application packet. Application materials not required (including reference letters) for this position will not be accepted. For full-consideration, all application packets must be received by 11:59 pm on the closing date.

Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. We do not guarantee a response to application questions within 48 hours of the closing date. You may also visit our "Applicant Information" webpage to assist with technical difficulties at: <http://hr.fhda.edu/careers/a-applicant-instructions.html>

HIRING RANGE:\$79,975.00 - \$131,346.00 annually plus benefits; actual placement is based on applicant's verified education and experience.

For the complete Faculty Salary Schedule, go to: https://hr.fhda.edu/_faculty-information.html

Excellent benefits package which includes medical coverage for employee and eligible dependents,



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dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. Other voluntary benefits are also available such as legal assistance, pet insurance, and long-term care. Faculty are also eligible for paid professional development leaves and stipends for educational and professional development.

For information on our benefits package that includes medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits/index.html>

TERMS OF EMPLOYMENT: Full-time, Tenure-track, 11-months per year.

STARTING DATE: Fall 2025.

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

For more information about our application process contact:

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

Email: employment@fhda.edu

<http://hr.fhda.edu/>

This position will become Open Until Filled after the initial Closing Date. Any complete applications received while the position is Open Until Filled will be reviewed by the hiring committee only upon committee request.

To apply, visit <https://fhda.csod.com/ux/ats/careersite/4/home/requisition/1945?c=fhda>



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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Staff

Foothill-De Anza Community College District

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