

**Faculty Librarian
Austin Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=258669>

Downloaded On: Jun. 25, 2025 11:15pm

Posted Jun. 25, 2025, set to expire Nov. 29, 2025

Job Title Faculty Librarian
Department Library
Institution Austin Community College
Austin, Texas

Date Posted Jun. 25, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Other Administrative Categories

Academic Field(s) Administration - Other

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Job Description

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Faculty Librarian

Austin Community College

Job Posting Closing Times: Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

Austin Community College employees are required to maintain a domicile in the State of Texas while working for the college and throughout the duration of employment. -[AR 4.0300.01](#)

[If you are a current Austin Community College employee, please click this link to apply through your Workday account](#)

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Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

Job Posting Title:

Faculty Librarian

Job Description Summary:

To provide information literacy/library instruction, research and reference services to students.

Job Description:

Principal Responsibilities and Duties

- Delivery of reference services, information literacy instruction and library instruction, and design of curriculum.
- Participates in the development and delivery of the LS information literacy instruction and library instructional program.
- Maintains materials collection, subject bibliography, and integration of relevant Library Services (LS) activities with instructional departments of the College.

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- Serves on and participate in LS and college-wide committees and meetings.
- Participates in Library Services budget planning and the formulation of goals, policies, and procedures.
- Maintains records and statistical data on LS functions and services as appropriate.
- Performs other related tasks as assigned by the Head Librarian, Dean, and/or Associate Vice President.

Technology

- Demonstrated proficiency using computer applications, online resources, and other technologies for the classroom.
- Demonstrated proficiency using an online learning management system such as Blackboard to develop and build course content and perform administrative duties (posting office hours, syllabi, etc.)

Principal Professional Standards

- Appropriate use of the college's learning management system.
- Participate in graduation, general assembly, and other official college functions.
- Maintain regular office hours to assist students and improve student retention and success.
- Attend and participate in collegewide, campus, department, or other activities and meetings.
- Recognize and reflect standards of civility and collegiality in all interactions.
- Comply with published college policies and procedures and meet professional standards for teaching in a community college.

Required Education

- Master's degree in Library Science from an ALA-accredited institution.

Other Requirements

- Reliable transportation for travel in the Austin area - ACC District as required
- Licenses, Certifications, etc.

Qualities of a Successful Candidate

- Ethics, integrity, and sound professional judgment.
- A commitment to establishing and maintaining positive working relationships with students, colleagues, and staff representing multicultural and socioeconomic backgrounds.

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- Dynamic, non-traditional instructional delivery methods to teach students of widely varying levels of proficiency and from various backgrounds and abilities.
- Appropriate and up-to-date knowledge of the discipline and subject matter.
- Experience using technology as an instructional aide where appropriate to enhance learning.
- Documented experience with active and applied teaching and learning methodologies.
- A strong commitment to teaching in a community college setting, including teaching practices that reflect an understanding of the multicultural classroom and the benefits of cultural awareness and sensitivity in the classroom and the workplace.
- Commitment to a culture of care for all.
- Commitment to the comprehensive mission of Austin Community College and to the principles and practices associated with Servant-Leadership.
- Ability to communicate effectively with students with a wide range of skills and backgrounds.
- Strong interpersonal skills and ability to work with varied populations from the local community as well as students, staff, faculty, and administration.
- Strength in communication media, both verbal and written, as well as listening.
- Strong organizational skills, attention to detail, ability to maintain an established schedule, including evenings and weekends, including possible multiple campus locations that may vary by semester.
- Commitment to maintaining confidentiality of student information.
- Understanding of what it means to teach in a community college environment that serves often underprepared and underserved students.

Preferred Qualifications

- Demonstrated knowledge of open educational resources (OER), including discovery, adoption, and evaluation of open and affordable course content.
- Experience providing guidance on copyright, fair use, Creative Commons licensing, and intellectual property in an academic setting.
- Strong communication skills to deliver workshops, consultations, and outreach on copyright compliance and OER best practices.

Application Requirements

1. Upload the following documents to your application:

- Unofficial/copy of transcripts
- Updated Curriculum Vitae (C.V.) or Resume
- Cover letter - explaining interest in the position

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2. Request official electronic transcripts to be sent directly from the institution to hrtranscripts@austincc.edu. This email address must be entered as the recipient. Please do not select "Austin Community College" from a menu. It will not be received by ACC Human Resources. If you need assistance, please contact your university's registrar's office. If official electronic transcripts are not an option, a hardcopy can be mailed to the following address:

ACC Human Resources

Attn: E.M. Breedlove

6101 Highland Campus Dr., Bldg 3000, Suite 3.2224

Austin, TX 78752

Photocopies of transcripts or transcripts stamped "issued to student" are not accepted.

Working Conditions

- Ability to communicate effectively with students, faculty and staff.
- Work is routinely performed in a library setting.
- Able to push a fully loaded book cart (50lbs), and place and remove books from shelves.
- Occasional lifting of 30 pounds of books in a book carton or book bag.
- Subject to standing, walking, sitting, bending, reaching, kneeling, pushing and pulling, and manual dexterity.
- Work safely and follow safety rules. Report unsafe working conditions and behavior. Take reasonable and prudent actions to prevent others from engaging in unsafe practices.

Salary Range

\$79,756 - 108,424 (Based on a 12-month contract to start Fall 2025)

Number of Openings:

1

Job Posting Close Date:

July 25, 2025



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Clery Act

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

Disclaimer

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

To apply, please visit: https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Cypress-Creek-Campus/Faculty-Librarian_R-7848

Contact Information

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

Contact

Library
Austin Community College

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