Announcing a Statewide Search for the
Director of the Pumerantz Library
Harriet K. and Philip Pumerantz Library

Pomona, California
About Western University of Health Sciences

Located on twenty-two acres in downtown Pomona, California, near the foothills of the San Gabriel Mountains, Western University of Health Sciences (WesternU) is a private, non-profit graduate university. It opened its doors in 1977 as the College of Osteopathic Medicine of the Pacific (COMP) and embarked on a special mission: educating tomorrow’s health care professionals with a combination of scientific excellence and a humanistic, compassionate approach to patient care.

Since its opening, the University has undergone a massive transformation and has expanded to nine graduate health sciences colleges offering a total of twenty-one degree programs. In 2011, the University added a branch campus in Lebanon, Oregon, which houses approximately 400 osteopathic medical students. The Pomona campus is home to more than 3,800 students, as well as more than 1,100 employees.

The University is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges. All the Colleges and degree programs have professional accreditations as well. The University was on the “Chronicle of Higher Education” annual “100 Great Colleges to Work for” list in 2016 and 2017.

WesternU is seeking an ambitious new Director of the Harriet K. and Philip Pumerantz Library and is pleased to invite nominations and applications for this position. The Director is responsible for the administration of the Library’s operations and for providing high quality leadership and educational standards to maintain the University’s standing in the community and its national accreditation. The Director also maintains relationships with community, governmental, and professional bodies, represents the University to the public and serves as an advocate for the Library both within and outside the University. This is a full-time position that reports directly to the University Provost.

About the Harriet K. and Philip Pumerantz Library

The Harriet K. and Philip Pumerantz Library and Learning Resource Center symbolizes WesternU’s commitment to the values of learning and research for both students and faculty. The Library houses a collection of 33,027 books and periodicals, a Virtual Reality Learning Center that includes an Anatomage Table, Oculus Rift, and other virtual reality study aids, offers 9 rooms for student study and collaboration, as well as access to a wide variety of electronic resources. The Library also maintains a small museum and is the home of the University Archives. Annual visits to the Library exceed 86,000.

The Library and Archives consists of 11 librarians and 14 staff that work together with University administration and faculty to support the curriculum and research needs of the campus community. The Library and its staff also partner with campus organizations to help promote faculty development and student success. The Library is open to the surrounding community and is a member of the SCELC Consortium.

Pumerantz Library Mission Statement

To promote critical thinking among future healthcare professionals, provide resources and services in support of university heritage and research, and foster a humanistic environment.
The Director of the Pumerantz Library will be responsible for:

- Providing professional expertise, administrative and overall direction for the Library and its personnel, including strategic, financial, policy, and space planning.

- Leading primary administrative and strategic functions and operational areas of the Library and University Archives, including allocation of financial resources and personnel. Directly supervising individual Library heads.

- Developing and implementing a process of ongoing review, assessment and improvement of Library programs and resources.

- Advancing the Library’s strategic plan, to ensure alignment with the University’s strategic plan.

- Fostering relationships with the University community and external entities to improve library services and facilities, enhancing the quality of resources, and increasing operational efficiency.

- Effectively planning and managing the budget and financial resources of the Library to meet current needs and allowing for the attainment of strategic initiatives.

- Ensuring that the Library and Archives stay at the forefront of changes in technology and maintaining technical and professional knowledge of library and information science, as well as current trends and issues facing academic libraries.

- Supporting faculty development of curriculum, instructional strategies, new technologies and distance learning, as well as information literacy instruction to staff, faculty and students.

- Cultivating a responsive culture based on respect, service and teamwork that welcomes change and innovation.

- Encouraging professional development of library personnel to develop and maintain a skilled and knowledgeable workforce that supports the needs of the campus community.

- Practicing transparent management based on clear communication, openness to ideas and input from all directions. Creating organizational structures that promote innovation.

  - Serving on University committees and taskforces and actively participating in University-wide planning activities as appointed or invited.

  - Participating in professional associations and attending relevant conferences.

**Finger on the Pulse**

WesternU's Pumerantz Library recently asked students, staff, administrators, and faculty how they felt about the Library. See what they said in this video:

[https://youtu.be/G57bIeUbdrk](https://youtu.be/G57bIeUbdrk)
Qualifications:

Required:
Master’s in Library and Information Science (MLIS) degree from an American Library Association (ALA) accredited program.
Prior academic library experience with a minimum of five years progressively responsible administrative, leadership and supervisory experience in an academic or research library setting, preferably in an institution offering graduate programs in medicine, science or health professions.

Preferred:
Doctoral degree or a second master’s degree in a life science or health profession.
Experience in designing and providing library services to distance learners and with the development of digital libraries.

Required Knowledge, Skills and Abilities:

- Proven ability to work collaboratively with faculty, staff, students, and administrators to support student learning and advance information literacy.
- Sound understanding of the instructional and scholarly needs of students and faculty.
- Experience in planning, developing and implementing services to meet the University's evolving instructional delivery formats and locations.
- Evidence of leadership that respects the rights and dignity of others and experience developing or maintaining a collaborative environment for library personnel.
- Knowledge of current practices and emerging technologies for the delivery of information resources, services and academic instruction.
- Strong interpersonal or relational skills, with demonstrated ability to listen actively.
- Excellent written and oral communication skills, particularly effective presentation skills.
- Proven ability to develop and implement programs to assess the institutional effectiveness of the Library.
- Experience with library operations and with developing and successfully managing a library budget, allocating resources and evaluating staff.
- An understanding of the current issues facing academic libraries and an ability to serve effectively as an advocate for the library’s mission.
- Prior experience with both institutional and program-specific accreditation.
- Experience with developing and implementing strategic plans.

How to apply:
Interested applicants may complete the application available at https://jobs.westernu.edu/postings/11858. Application materials should include a letter of interest, a curriculum vitae and full contact information for three professional references. Calls to references will occur later in the search process and only with prior notification of candidates. All submissions will be treated in confidence and must be submitted electronically via the link provided above.

All other correspondence regarding this position or application process should be addressed to:

Katherine Mitsouras, PhD
Chair, Director of the Pumerantz Library Search Committee
Western University of Health Sciences
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Review of candidates will begin immediately. To ensure full consideration, applications should be received by September 15, 2018.