



## **Area Assistant Director of Learning Resource Centers**

**Area Asst. Director of LRC:** Responsibilities include direct management, fiduciary, and supervisory responsibilities for the libraries at NPCC and MCC and the learning resources at the community campuses. This position provides daily supervision and management of the McCook Learning Commons day-to-day operations. Professional duties include but are not limited to, providing access to and managing the MPCC library collection through classification, cataloging, and maintenance of the library's automated system. The position also provides library patrons with reference/research assistance in a variety of formats, utilizes appropriate technologies and develops print and electronic resources to guide and inform patrons. This position develops and delivers library instruction in the library or a classroom/learning environment, manages the LRCs website and online databases, and coordinates collection development and management activities with relevant faculty members. This position will be located in McCook and travel to North Platte and community campuses will be required.

**About us:** Mid-Plains Community College, a legislatively designated 18-county district in West-Central Nebraska, is a comprehensive, open access, public, two-year community college system that offers associate degrees, diplomas, and certificates. MPCC consists of three main campuses, one located in McCook, Nebraska and two located in North Platte, Nebraska. Additionally, there are extended campus sites in Broken Bow, Imperial, Ogallala and Valentine with satellite classrooms located throughout the Area. North Platte Community College is located in North Platte, Nebraska, a city of approximately 24,000 in rural southwestern Nebraska along the I-80 corridor.

**Minimum Qualifications:** Bachelor's degree and a minimum of two years of library experience.

**Preferred Qualifications:** Master's degree in Library Science from an American Library Association accredited school is highly recommended. Knowledge of the structure, function, and maintenance of information processes and libraries. Experience with cataloging, current computer and online technology, knowledge of print and online reference resources and of integrated library systems. The ideal candidate will have Administrative level experience in a Learning Resource Center environment, community college experience, and experience in an academic library setting, as well as use of current educational technologies and alternative methods of delivering instruction; knowledge of budgeting in an academic (college/university) environment; knowledge of community college administration, operations, and practices; knowledge of College policies and procedures; demonstrated ability to communicate effectively both orally and in writing; ability to maintain effective working relations.

**Application Instructions:** Send a (1) letter of interest, (2) current resume, (3) unofficial transcripts, and (4) a completed MPCC application form (available at [www.mpcc.edu](http://www.mpcc.edu)) to MPCC Human Resources, 1101 Halligan Drive, North Platte, NE 69101. Fax: 308-534-5770. Email: [humanresources@mpcc.edu](mailto:humanresources@mpcc.edu) Only complete application packets will be considered. Deadline for guaranteed consideration is 5:00 PM, Friday, November 2, 2018. Position will remain open until filled. An EEO Employer/Educator.