



Library Director (Faculty)

The University of California College of the Law, San Francisco (“UC Law San Francisco,” formerly “UC Hastings”) seeks to hire a Library Director. This is a faculty line with security of employment and voting rights commensurate with Long-Term Contract Faculty.

Reporting to the Provost & Academic Dean, the Library Director is the chief administrative officer for the law school’s library and oversees all library operations, including budget preparation, long- and short-term planning, personnel supervision, library facilities management, and technology initiatives; oversees all library services, including reference and faculty services, technical services, circulation and interlibrary loan, and coordinates interdepartmental activities within the law library. The Director is also a member of the full-time faculty and is expected to teach courses in the legal research curriculum. The Director will be eligible for long-term contract status.

Sample responsibilities include:

- Oversees the library and all library functions, including staff and budget management.
- In a collaborative environment, provides vision, oversight, and leadership for the next generation of library services.
- Coordinates and participates in the delivery of faculty and student services across all library departments.
- Teaches in the library’s instructional program, including legal research classes offered to students in the law school’s various degree programs.
- Leads or participates in substantial library procurements such as large vendor contracts or significant equipment purchases.
- Works closely with the law school’s information technology staff to implement new and emerging applications and knowledge systems.
- Represents the library on law school committees, at student events, and in other appropriate school-wide activities.

Minimum Qualifications include:

- A Juris Doctor (J.D.) from an ABA-accredited law school.
- A Master's degree in Library and Information Science (M.L.I.S. or equivalent) or Master of Library Science (M.L.S. or equivalent) from an American Library Association (ALA)-accredited program.
- Experience with mentoring a diverse range of law library professionals in a unionized environment and having at least five (and preferably at least 10) years of progressively responsible experience in an academic or law library, including management and supervisory roles.

- Demonstrated expertise in legal research, library administration, and emerging technologies.
- Demonstrated strong leadership, communication, and interpersonal skills.

Preferred Qualifications include:

- Teaching experience, especially teaching legal research.
- Experience with information technology and library systems beyond knowledge of Lexis, Westlaw, OCLC and Office software.
- Record of working across departments.
- Record of innovation as evidenced in scholarship, teaching methods and library services.
- Experience managing in a unionized environment.

Knowledge, Skills and Abilities:

- Substantial experience with and interest in emerging informational and instructional technologies, including artificial intelligence.
- Ability to communicate effectively, both in written and verbal form.
- Ability to develop and maintain positive working relationships with members and affiliates of the law school community.
- Strong managerial skills, including project management.
- Strategic and analytical thinking skills with an ability to solve problems and make decisions.
- Familiarity with ABA accreditation standards related to the law library.
- Ability to prioritize ongoing and new projects.

The compensation is based on experience by reference to the Long-Term Contract Faculty member step scale. Based on minimum qualification expectations, it is likely that the occupant would fall between approximately Step 5 and 7, or between \$166,258.26 and \$184,556.99. This position qualifies for the [UC benefits package](#).

Applications will be considered on a rolling basis until the position is filled. Each applicant must submit the following materials:

- Cover letter summarizing reasons for seeking this position.
- Resume or CV.
- Teaching reviews, if any.
- The names of at least three professional or academic references.

Application materials should be emailed to Provost & Academic Dean Morris Ratner (ratnerm@uclawsf.edu).

UC Law San Francisco was founded in 1878 as the original law department of the University of California. Our mission is to serve “society as a center of higher learning committed to exceptional teaching, influential scholarship, and exemplary public service. We provide a rigorous, innovative, and inclusive legal education that prepares diverse students to excel as professionals, advance the rule of law, and further justice

UC Law San Francisco prohibits discrimination against any person employed; seeking employment; or applying for or engaged in a paid or unpaid internship or training program leading to employment with UC Law San Francisco on the basis of race, color, national origin, religion, age, sex, gender, sexual orientation, gender expression, gender identity, gender transition status, sex- or gender-stereotyping, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, citizenship, or service in the uniformed services, including protected veterans. This policy applies to all employment practices, including recruitment, selection, promotion, transfer, merit increase, salary, training and development, demotion, and separation.