UNLV | UNIVERSITY LIBRARIES

The University of Nevada, Las Vegas invites applications for the following **temporary, part-time, hourly** position located in the University Libraries.

Information Literacy Fellow, UNLV University Libraries

Role of the POSITION

This position is a temporary, part-time Information Literacy Fellow who will work to improve the accessibility of existing digital instructional content and develop new GIS (geographic information systems) digital learning objects (DLOs). In this work, the Fellow will assist librarians in maintaining and identifying necessary updates to existing material, and support the creation of new DLOs.

The successful candidate will be paid $20 per hour. The anticipated schedule is 12 to 19 hours per week based on the availability of the incumbent, to be completed by mid-May, and not to exceed 300 total hours for the fiscal year. There are no benefits associated with this position.

Training will be provided to ensure success in the duties described above. Training may include:

- UNLV Office of Accessibility Resources Foundations of Accessibility (or similar)
- Time to learn the technology selected for the projects

Responsibilities

In collaboration with the Teaching and Learning Librarian in the Educational Initiatives and Scholarly Communication and Data Services departments, the person in the position will learn recommended instructional design practices for creating digital educational content. They will apply this knowledge to improving the accessibility of existing content and developing new, GIS-related content to aid those working in commonly used software to visualize spatial data. It is expected that four new digital learning objects will be created during the course of the fellowship.

PROFILE of the UNLV University Libraries

As a strong partner in research and student learning, UNLV Libraries fosters critical thinking and lifelong learning at one of the nation's fastest growing universities. University Libraries comprises Lied Library and four branch libraries and we are a gateway to more than 80,000 electronic journals, 1.2 million volumes, and 1.4 million e-books. We welcome individuals with diverse backgrounds to join our growing organization of over 120 experienced faculty librarians, professionals, and staff members.

 The Educational Initiatives Department is responsible for creating educational and co-curricular programs in the library and for integrating information literacy learning outcomes into the undergraduate curriculum in a coherent way. The department also supports online education library initiatives, engages in co-curricular outreach to students, leads faculty development programs, oversees the assessment of student learning, and coordinates professional development programs related to teaching and learning for library instructors.

The Scholarly Communication and Data Services department works to educate and assist UNLV researchers at all levels on how to make informed decisions about their publications and research data. SCADS achieves these goals by providing educational services, tools, and expertise to all UNLV researchers at any/all stages of the research process.

COMMITMENT to DIVERSITY of the UNLV University Libraries

The successful candidate will demonstrate support for diversity, equity and inclusiveness as well as leading a respectful, positive work environment. The University Libraries values begin with our belief that everyone deserves a welcoming, inclusive, and equitable environment where they are treated with respect and dignity. The Libraries extends its commitment to diversity and

equity in employment and especially welcomes applications from women, persons of color, persons with disabilities, persons of minority sexual orientation or gender identity, and others who contribute to diversification.

MINIMUM QUALIFICATIONS

We are seeking a **UNLV graduate student or advanced undergraduate student** who has a strong interest in instructional design and interest in GIS and/or data visualization. Experience using GIS, or other data visualization tools is not required for this position - training will be provided as needed. Instructional design experience is not required for this position —training will be provided as needed.

- Experience in using common functions in video editing software (e.g., cutting and splicing video, syncing audio and video tracks, screen capturing)
- Interest in instructional design and accessibility in higher education
- Interest in GIS and/or data visualization
- Independently learns and navigates complex systems while experimenting with tools to make informed recommendations.
- Maintains strong attention to detail in repetitive tasks and consistently meets deadlines.
- Exhibits effective collaboration and communication skills.
- Practices good organization skills
- Proficient in the use of the Google Suite of products such as Google Documents, Google Sheets, Gmail, Google Calendars, etc.
- Proficient in the use of Microsoft Office products such as MS Word and Excel

PREFERRED QUALIFICATIONS

- Familiarity with the general concepts of accessibility for audio and video files
- Experience working in a library environment
- Experience creating or editing transcripts or captions for multimedia files
- Experience with GIS or other data visualization tools

UNLV COMMITMENT to DIVERSITY

The successful candidate will demonstrate support for diversity, equity and inclusiveness as well as participate in maintaining a respectful, positive work environment.

SALARY

This is a temporary, part-time, hourly funded position for 12 to 19 hours per week at $20 per hour, for up to 300 hours. This position is not eligible for health benefits or time off benefits.

HOW TO APPLY

Please email a cover letter, resume, Fall 2023 class schedule, and contact information for up to three professional or academic references to Joseph Kevin Sebastian, Teaching and Learning Librarian for Online Education, University Libraries, at kevin.sebastian@unlv.edu. Resumes will be accepted until the position is filled.

PROFILE of the UNIVERSITY

Founded in 1957, UNLV is a doctoral-degree-granting institution of approximately 30,000 students and more than 3,600 faculty and staff. To date, UNLV has conferred more than 152,000 degrees, producing more than 130,000 alumni around the world. UNLV is classified by the Carnegie Foundation for the Advancement of Teaching as an R1 research university with very high research activity. The university is committed to recruiting and retaining top students and faculty, educating the region's diversifying population and workforce, driving economic activity through increased research and community partnerships, and creating an academic health center for Southern Nevada that includes the launch of a new UNLV School of Medicine. UNLV is located on a 332-acre main campus and two satellite campuses in Southern Nevada.

Here at UNLV, we have come together and created one of the most affirmative and dynamic academic environments in the country. UNLV sits in the top spot in U.S. News & World Report's annual listing of the nation's most diverse universities for undergraduates. The university has ranked in the top ten since the rankings debuted more than a decade ago. We continue to show our commitment to serving our wonderfully diverse population and building the future for Las Vegas and Nevada.

For more information, visit us on line at: http://www.unlv.edu

EEO/AA STATEMENT

The University of Nevada - Las Vegas (UNLV) is committed to providing a place of work and learning free of discrimination on the basis of a person's age (40 or older), disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race (including hair texture and protected hairstyles such as natural hairstyles, afros, bantu knots, curls, braids, locks and twists), color, or religion (protected classes). Discrimination on the basis of a protected class, including unlawful harassment, which is a form of discrimination, is illegal under federal and state law. Where unlawful discrimination is found to have occurred, UNLV will act to stop the unlawful discrimination, to prevent its recurrence, to remedy its effects, and to discipline those responsible.

TITLE IX STATEMENT

The University of Nevada, Las Vegas, does not discriminate on the basis of sex in any education program or activity that it operates. Non-discrimination on the basis of sex is mandated by Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681 et seq.) and the corresponding implementation regulations (34 C.F.R. Part 106). The University's commitment to nondiscrimination in its education programs and activities extends to applicants for admission and employment. Inquiries concerning the application of these provisions may be referred to: Michelle Sposito, J.D., Title IX Coordinator, University of Nevada, Las Vegas, 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV 89154-1062, Frank and Estella Beam Hall (BEH) Room 553, Telephone: (702) 895-4055; Email: titleixcoordinator@unlv.edu, or to The Assistant Secretary of the United States Department of Education, U.S. Department of Education, Office for Civil Rights, 400 Maryland Avenue, SW, Washington, D.C. 20202-1100; Telephone: 1-800-421-3481 FAX: 202-453-6012; TDD: 1-800-877-8339; Email: OCR@ed.gov; or to both.

Information pertaining to the University's grievance procedures and grievance process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the University will respond can be found online at the Office of Equal Employment & Title IX webpage.

SAFETY AND SECURITY STATEMENT

UNLV is committed to assisting all members of the UNLV community in providing for their own safety and security. The Annual Security Report and Annual Fire Safety Report compliance document is available online.

JOB CATEGORY

Temporary, Part-time, Hourly