



Amherst College

Director of the Library Position Profile

Amherst College invites applications and nominations for the position of Director of the Library. Reporting to the Provost and Dean of the Faculty, Catherine Epstein, the Director of the Library plays a critical role in the intensive intellectual engagement that characterizes relationships between students, faculty, and staff at Amherst. In collaboration with talented and dedicated library staff members, the new Director of the Library will have a tremendous opportunity to build even further upon the Library's exceptional, service-oriented culture. In addition, the director will be asked to lead library staff in a process of developing and implementing a comprehensive strategic vision for the future of the Amherst College Library – encompassing both the library's role on campus and its relationship to the evolving information landscape.

About the College

Founded in 1821 and located in Amherst, Massachusetts, Amherst College prepares its students to use ideas to make a difference in the world. Amherst has demonstrated steadfast confidence in the value of the liberal arts and the importance of critical thinking. Today, its financial aid program is among the most substantial in the nation, and its student body is among the most diverse. Small classes, an

open curriculum, and a singular focus on undergraduate education ensure that leading scholars engage daily with talented, curious students, equipping them for leadership in an increasingly global and complex world.

Amherst has approximately 1,850 students, and the College's student-to-faculty ratio is 7:1. The Amherst faculty comprises more than 200 full-time scholar-teachers. Amherst offers 40 majors in the arts, humanities, natural sciences, and social sciences.

Amherst College is an integral part of the Town of Amherst, often cited as one of the best college towns in America. Located in an area of outstanding natural beauty, the town of Amherst is home to more college students and more cultural events than any region in New England except metro Boston. It's also home to a remarkable range of opportunities and activities including restaurants, museums, music clubs and concerts, eclectic cafes, independent bookstores, farmers' markets, and a proudly alternative culture fostered by a politically active and socially conscious population.

College Leadership

[Biddy Martin](#) was elected the 19th President of Amherst College in June 2011. She had served as Chancellor of the University of Wisconsin–Madison since 2008 and as Cornell University's Provost from 2000 to 2008.

A graduate of the College of William & Mary in Williamsburg, Va., where she majored in English literature and was a member of Phi Beta Kappa, Martin earned an M.A. in German literature from Middlebury College's program in Mainz, Germany, and her Ph.D. in German literature, in 1985, from the University of Wisconsin–Madison.

A distinguished scholar of German studies and the author of numerous articles and two books – one on a literary and cultural figure in the Freud circle, Lou Andreas-Salomé, and a second on gender theory – Martin served on the faculty of Cornell University for more than two decades. She began as an assistant professor of German studies and women's studies, earned tenure in 1991, and eventually served as the chair of the German studies department, Senior Associate Dean in the College of Arts and Sciences and Provost from 2000 to 2008. In the latter position, Martin was the president's first deputy officer and reported to the president as Cornell's chief educational officer and chief operating officer.

Martin is a member of the American Academy of Arts & Sciences and holds honorary degrees from the College of William & Mary, the University of North Carolina at Chapel Hill, and Doshisha University. In 2018, she was elected to the Harvard Corporation, a governing board of Harvard University.

[Catherine Epstein](#) has been Amherst's Dean of the Faculty since 2014, and she became the College's first Provost and Dean of the Faculty in 2019. She specializes in Modern German and Central European History. Since coming to Amherst in 2000, she has taught a wide range of European history classes, including courses on the Holocaust, Nazi Germany, and World War II. Epstein is the author of four books on German history. Her textbook, *Nazi Germany: Confronting the Myths*, was published in 2015 (Wiley-Blackwell). *Model Nazi: Arthur Greiser and the Nazi Occupation of Western Poland* (Oxford, 2010) won the Arthur Kronthal Prize. Epstein also wrote *The Last Revolutionaries: German Communists and Their Century* (Harvard, 2003), and *A Past Renewed: German-Speaking Refugee Historians in the United States after 1933* (Cambridge, 1993). For a decade (2004-2014), Epstein served as Associate Editor of *Central European History*, the leading journal in German history in North America. She currently serves on the Academic Committee of the United States Holocaust Memorial Museum Council (2019-2021).

The Provost and Dean of the Faculty is the chief academic officer of the College and has primary responsibility for matters of academic policy and for the academic budget. The Provost serves as secretary to the Committee of Six, the executive committee of the faculty, and as secretary to the faculty. She oversees the Robert Frost Library, the Mead Art Museum, the Beneski Museum of Natural History, the Emily Dickinson Museum, the Office of Institutional Research and Registrar Services, the Center for Community Engagement, the Loeb Center for Career Exploration and Planning, the Center for Humanistic Inquiry, the Amherst Center for Russian Culture, the Center for Teaching and Learning, the Writing Center, the Moss Quantitative Center, the Office of Global Education, and the Office of Fellowships. The Provost has joint responsibility for the Department of Physical Education and Athletics. She serves as the College's Five College deputy.

Diversity and Inclusion

Amherst is one of the most diverse liberal arts colleges in the country. The institution is committed to inclusivity and ensuring that all students feel they belong. Amherst's student body of approximately 1,850 comes from 48 states, plus Washington, D.C., Puerto Rico, and 56 countries. Forty-five percent of its students self-identify as students of color. Fifty-five percent of its students receive financial aid.

For more information on Amherst's demonstrated commitment to diversity and inclusion, please visit: <https://www.amherst.edu/amherst-story/diversity>.

Diversity and Inclusion Statement

Amherst College's commitments both to distinction and to inclusion have brought to the College a long line of extraordinarily talented students and scholars who have enriched our campus, our country, and the world. Over the years, Amherst has valued a diverse intellectual community that draws its strength from the intelligence and experience of those who come here to learn, to teach, and to work. We reassert the goal of an Amherst College community that reflects the broadest and deepest possible range of talents that people of all backgrounds can bring to us.

We will continue to affirm the importance of inclusiveness among our student body, our faculty, and our staff. We do so because the best and the brightest people are found in many places, not few; because our classrooms and residence halls are places of dialogue, not monologue; because teaching and learning at their best are conversations with persons other than ourselves about ideas other than our own.

We seek an Amherst made stronger because it includes those whose experiences can enhance our understanding of our nation and our world. We do so in the faith that our humanity is an identity forged from diversity, and that our different perspectives enrich our inquiry, deepen our knowledge, strengthen our community, and prepare students to engage with an ever-changing world.

*Adopted by the Board of Trustees
January 20, 2018*



About the College Library

The 2015 winner of the Association of College and Research Libraries' "Excellence in Academic Libraries Award," the Amherst College Library enables and advances teaching, learning, research, and creative work by partnering in research education, facilitating access to and discovery of resources, and creating an inclusive space for community. The Library has a strong reputation for dedicated, user-focused service. Librarians work closely with faculty to teach disciplinary approaches to research in the context of Amherst's open curriculum, with its well-known strengths in Archives and Special Collections notably integrated. Library instruction has more than doubled in the past seven years, to nearly 300 sessions annually in addition to student research appointments and reference help. This focus on facilitating collections use is possible because of responsive technical services work to acquire and make material discoverable across format. The Library's commitment to digitizing, describing, and making freely available unique holdings fosters creation of new knowledge, as does its digital-first, open-access press. It also takes its role seriously as the heart of the campus, partnering with departments and groups to host events and launch initiatives that bridge the intellectual and the social. The staff sees diversity, equity, and inclusion as central to fostering an environment where everyone feels valued and to providing the best possible services to our community. The Library's Diversity & Inclusion committee provides leadership and guidance in this ongoing work, in partnership with others across campus.

The six-story, 120,000-square foot Robert Frost Library, the main library on campus, which is located at the core of the campus, houses collections in the social sciences, humanities, fine arts, and fields within the sciences. Collections include more than 1.3 million print volumes and millions more electronic items, including journals, databases, films, music, and internationally distinguished rare book and manuscript collections. Branch libraries include the Vincent Morgan Music Library and the Keefe Science Library. The Library collaborates with the Amherst Center for Russian Culture, Mead Art Museum, and Beneski Natural History Museum, all located near Frost Library in the heart of campus. Additionally, the Amherst Library enjoys a special relationship with the Folger Shakespeare

Library in Washington, DC., which was established by Amherst alumnus Henry Clay Folger in 1932 and placed in trust of Amherst College.

Amherst participates with Hampshire, Mount Holyoke, and Smith colleges and the University of Massachusetts Amherst in the [Five College Consortium](#). As a member of the Five College Librarians Council, the Director of the Library will support the consortium's collaborative efforts surrounding joint resources and the implementation of FOLIO, a shared open-source library services platform. For more on the Library's mutually beneficial relationship with the Five College Consortium, please visit: <https://www.fivecolleges.edu/libraries>.



Role of the Director of the Library

The Director of the Library will be a collaborative and communicative community builder, responsible for the leadership and overall management of Library services and collections, and, with the library leadership team, for overseeing planning, budget, and staffing in support of the academic, instructional, and information needs of faculty, students, and staff.

Reporting to the Provost and Dean of the Faculty, the Director of the Library oversees 46 full- and part-time library staff. Direct reports to the Director of the Library currently include the Business Manager and the Leadership Team, comprising:

- Head of Access Services
- Head of Archives and Special Collections
- Head of Digital Programs
- Head of Research and Instruction
- Head of Technical Services
- Director of the Amherst College Press

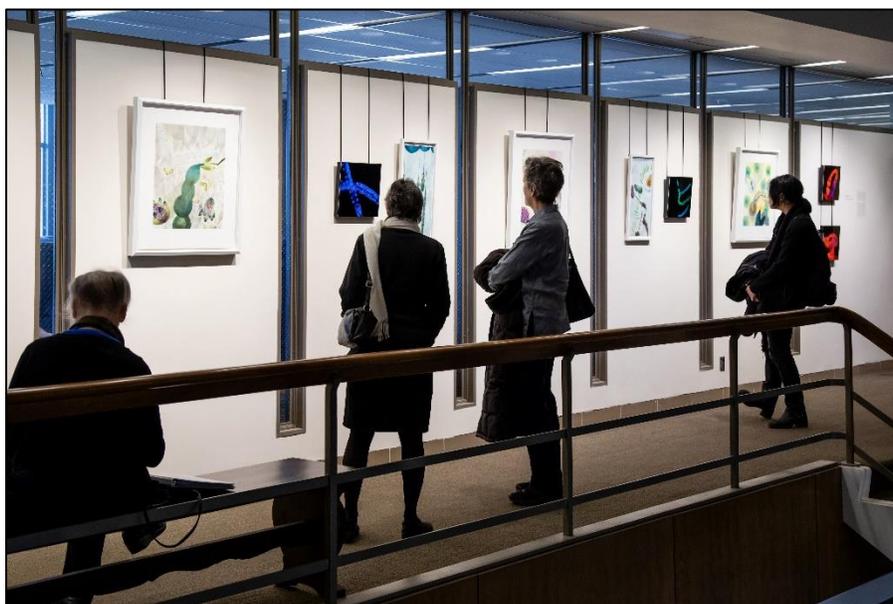
The Library's total annual operating budget for 2019-2020 is more than \$6.6 million, including salaries. In addition, last year the Amherst endowment distributed more than \$2.7 million to the Library from restricted funds. The distribution varies somewhat by year, depending on market returns.

The Director of the Library is a contributor to a number of academic and governance committees and is a vital member of the Provost's team.

Opportunities and Challenges

The new Director of the Library will be asked to further enhance the library and its services by addressing several compelling opportunities and challenges:

- **Collaboratively leading the development and implementation of a new strategic and shared vision for the Library:** The new Director of the Library will work together with library staff and other key constituents to identify key priorities that take into account existing strengths as well as the changing nature of patron needs. Drawing upon a strong sense of national best practices and emerging trends in knowledge management, the Director of the Library will foster innovation while ensuring that both Amherst students and faculty view the Library as an essential and supportive partner in their intellectual and creative work.
- **Championing the Library and its critical role in the College's educational mission, both internally and externally:** The new Director of the Library will be a passionate and thoughtful advocate for the Library across campus and beyond. As a creative, flexible, and intellectually generous leader, the Director of the Library will inspire engagement and collaboration and be a partner in a wide range of constituencies, including library consortia. The Director of the Library will also work to ensure that the Library continues to have the resources needed to do its innovative work by working closely with advancement in building relationships with alumni and others who share the Library's mission.



- **Improving upon the impressive contributions of the [Amherst College Press](#) and the Library's [Digital Programs](#):**
 - The Amherst College Press has received national attention as a pathbreaking press at a small liberal arts college. It produces important peer-reviewed studies by scholars and makes them available to readers everywhere as digital, open-access work. Additionally, the Amherst College Press helped found the [Lever Press](#), an open-access scholarly press, with Michigan Publishing and a consortium of liberal arts colleges. With a fresh perspective, the new Director must explore the potential of the press, improving its engagement with the student body while continuing to integrate the press with the Library.
 - The Digital Programs department builds and preserves sustainable digital collections, and also supports digital preservation, open access, and digital humanities efforts campus-wide, partnering with faculty and IT, among others, on important projects such as the [Amherst College Bicentennial](#). In collaboration with many different aspects of the Library, the Digital Programs department is doubling the size of the digital collections repository with the Bicentennial projects, and also contributes actively to the Fedora and Islandora open-source repository communities.
- **Anticipating, planning, and advocating for the evolving needs of faculty and students in ways informed by best practices for the future of academic libraries:** The Library is a leader in adapting to the changing requirements of learning, study, and research in the twenty-first century. The new Director of the Library will help to create and implement a comprehensive forward-looking plan for making the most strategic use of its resources, which include space, funds, and personnel, in service of its mission. The Director of the Library will bring a deep and nuanced understanding of current issues and trends in order to meet the research and information needs of today's faculty and students as well as those of the future.
- **Assessing the Library's current organizational structure and operating guidelines so as to more effectively support the Library's mission:** Library staff welcome the possibility of an inclusive and transparent process of self-study in order to possibly develop a new organizational structure that will better support interdepartmental collaboration, increase the speed of decision-making, and avoid duplication of resources. Such a review should also take into consideration the professional development pathways for individual staff. In addition, a comprehensive review of the Library's personnel policies and procedures would hopefully affirm that the standards are clear and equitable and that the Library provides an inclusive and welcoming climate in which all can thrive, in keeping with the College's values.
- **Collaborating closely with Information Technology (IT) and other campus partners to ensure innovative and thoughtful use of instructional and Library technology:** The new Director of the Library will partner closely with the Chief Information Officer and key staff from IT to ensure that faculty and students are able to access information and create knowledge in ways that are convenient and conducive to research and learning. The Director of the Library, in partnership with library departments, IT, and other campus partners, will help lead the complex conversation around pedagogical and scholarly uses of technology as well as emerging trends in digital knowledge management and open access.



- **Mentoring and supporting the continued professional development of library staff:** The Library is fortunate to have a talented, motivated, loyal, and enthusiastic staff that cares deeply about their work. The Director of the Library will support library staff in reaching their fullest potential and empower them to take advantage of leadership, career, and professional development opportunities locally, regionally, and nationally.

Desired Qualities and Qualifications

The ideal candidate for the Director of the Library will hold an ALA-accredited degree or an international equivalent, or an advanced degree in a relevant field, as well as demonstrate effective leadership and management experience within an academic library setting. In addition, the ideal candidate will possess many of the following:

- A deeply nuanced understanding of the mission, values, and goals of the intellectual enterprise in higher education and a generous interpretation of how an academic library can enthusiastically and creatively partner with faculty, staff, and students in pursuit of the same;
- Experience leading an organization through a transparent, inclusive, and collaborative strategic visioning process;
- An inclusive, proactive, collaborative, self-reflective, and open-minded approach to leadership;
- A strong and visible personal and professional commitment to diversity, equity, and inclusion, and experience applying these values with library collections, services, and programs, with a commitment to continually building a professional climate for library patrons and staff in which all are welcome and can thrive;
- Exceptionally strong interpersonal and communication skills, both one-on-one and with larger groups;

- A deep understanding of current issues and trends facing the future of academic libraries nationally and globally;
- A broad understanding of the work of library staff;
- Knowledge of emerging technologies and trends and the ability to partner effectively and creatively with an office of information technology;
- The ability to view issues from an institution-wide perspective, foster teamwork across departments and divisions, and stimulate cross-functional collaboration within the Library and across the College;
- Experience managing complex budgets and allocating resources strategically;
- A genuine eagerness to engage in the life of the College as a collegial and approachable representative of the Library and its user-focused mission; and,
- A passion for thinking creatively, collectively, and flexibly about the future of academic libraries.

Contact

Please send nominations, applications, and queries in confidence and electronically to:



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Amherst College does not discriminate in admission, employment, or administration of its programs and activities on the basis of race, national or ethnic origin, color, religion, sex or gender (including pregnancy, sexual orientation, gender expression, and gender identity), age, disability, genetic information, military service, or any other characteristic or class protected under applicable federal, state, or local law. Amherst College complies with all state and federal laws that prohibit discrimination, including Title VII of the Civil Rights Act, Title IX, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, the Equal Pay Act and the Age Discrimination in Employment Act.