



Technical Services Librarian

Titles:

Technical Services Librarian

Purpose/Function:

To provide cataloging, classification, and related technical services.

Qualifications:

Education: Master's degree in Library & Information Science (or equivalent) from an ALA-accredited institution.

Experience:

Two or more years of experience in a law library is highly preferred, although similar experience in any library setting may be considered acceptable if that experience included technical services experience and/or management of staff.

Responsibilities May Include:

- Catalogs and classifies all print and electronic resources
- Acquisitions and collection development.
- May supervise technical services staff members
- Works with vendors to resolve account or billing problems and issues.

Requirements:

This position requires an individual who highly detail-oriented and is comfortable making decisions regarding the placement and location of materials and services in the collection. Creative problem solving and initiative are also useful skills for this position. Excellent written and oral communication skills are necessary.

Salary range:

This position can be found in all types of law libraries, and the salary generally depends on type, size, and location of organization. Per the AALL 2009 Salary Survey, the mean annual salary for the different types of libraries is as follows:

Academic: \$57,224

Private Firm/Corporation: \$58,073

Government (State, Court, and County): \$60,987