I. TITLE DEFINITION

LIBRARIAN

Positions in this title definition are responsible for performing a full range of professional librarian duties in one or more library functions such as reference, cataloging, circulation, acquisitions, bibliographic instruction, and collection development. Librarians provide access to information in printed, electronic and other media forms for library patrons. Positions may also be responsible for the development and management of specialized collections such as government publications, periodicals, cartography and genealogy sections.

Functions include original cataloging; reference; creation of digital files and their metadata; development of bibliographies; management and preservation of library collections in all formats and media; assist with the retrieval of information resources; management and provision of user training on electronic network or web-based library programs and materials; statewide consultation and direction of specialized automated library systems; and the coordination of related outreach programs. Positions may involve responsibility for a library budget, the administration of library functions and programs, close coordination with IT units, and coordination of the work of other library staff. Work is performed under general supervision.

II. RELATED TITLES

Library Consultants
Library Services Assistants
Curators
Archivists