# Emerging Technologies and Continuing Education Specialist / SWON Libraries

## Introductory Information

You:

You are a dynamic, detail-oriented individual. You love technology in its evolving forms, and you want to implement and share/teach what you know and what you learn, to library staff. You believe in the future of libraries, even though you may not know what form that may take. You often 'find a way' to get something done, even when others tell you it's not possible.

Us:

SWON Libraries Consortia is a forward-thinking, progressive, non-profit organization responsible for continuing education and professional development of library staff in Southwest Ohio and Northern Kentucky (http://www.swonlibraries.org/). We support librarians learning from each other through our Interest Groups (we have more than twenty) and other networking programming we offer. Libraries are in a period of transition and rapid change and that means that we are too. We intend to participate and maximize the benefits of this changing environment.

Together:

If you aren't afraid of change and have energy and internal purpose and would like to be hands-on with our new Executive Director, we'd like to talk with you.

## Responsibilities

Develop and deliver training to librarians and library staff on a variety of subjects including, but not limited to emerging technologies and their applications in a library or service setting. The training may be delivered in person, online live via various interfaces or pre-recorded online tutorials. Provide technical support for all training, consult on emerging technologies, and write articles for our newsletters and other member support as needed. Work with SWON Libraries staff in support of all programming, including marketing, managing listservs, liaising with a range of providers to develop appropriate education and professional development programming.

## Qualifications

Behavioral Competencies

• Customer service driven
• Adaptable to change; remains flexible and open
• Outstanding oral and written communication skills
• Communicates effectively with a variety of people
• Ability to prioritize
• Self-starter with a willingness to resolve issues and find solutions
• Ability to develop and deliver training.

• Ability to self-motivate and work independently.

Required Skills/Education/Training

• Bachelor's degree in a relevant field (Computer Science, Information Science, Communications) or equivalent experience directly related to specific job requirements.
• Experience developing database-driven websites
• Experience developing and presenting training courses on technology topics through various media
• Excellent communication skills (written and oral)
• Excellent organizational skills (detail-oriented)
• Demonstrated knowledge of general technology trends and issues
• Ability to lift and/or move objects up to 30 pounds frequently and 50 pounds occasionally.

Preferred Skills/Education/Training

• MLS
• Experience applying instructional design to courses for innovative online interaction
• Experience working in a library environment
• Experience with library technologies such as; e-books, OPACS, digitized collections.
• Experience with open source software
• Experience with social media products and services
• Experience providing technical support
• Experience managing technology projects
• Knowledge of online and distance learning products
• Knowledge of web content management systems
• Knowledge of Linux, Apache, PHP, and MySQL

## Benefits
This is a full-time position. Salary is $40,000.

Benefits include medical and dental care, paid holidays, vacation and sick leave.

## Contact
Applications consisting of a cover letter, resume, and the names, email addresses, and phone numbers of three references must be submitted online to the Executive Director at melanie@swonlibraries.org

SWON Libraries is an Equal Employment/Affirmative Action employer.

## Deadline

For best consideration, please apply by Sept. 5, 2011.