

## OKANAGAN COLLEGE JOB DESCRIPTION

Position Number	S01053		
Position Title	Indigenous Initiatives and Services Librarian		
Classification	Librarian		
Employee Group	Faculty		
Division/Portfolio	Library Services		
Department/Program	Library Services		
Reports to Position Number	S00422		
Reports to Position Title	Director, Library Services		
Positions Supervised	No		
FTE	1.0		
Location	Kelowna		
Salary Grade	FAC-A		
Appointment Type			
Job Description	New <input checked="" type="checkbox"/>	Revised <input type="checkbox"/>	Reclassified? Yes <input type="checkbox"/> No <input type="checkbox"/>
Modified By	Ross Tyner	Date	10-May-2021

### POSITION SUMMARY

Under the general direction of the Director of Library Services, the Indigenous Initiatives and Services Librarian provides leadership in the incorporation of an Indigenous perspective into Library operations, including development of best practices, professional ethics, and competencies surrounding the provision of culturally relevant services, collections and facilities. The incumbent also contributes to College-wide Indigenization plans, initiatives and activities, through the development of relationships with internal and external individuals, groups and organizations. Other duties include reference, library research instruction, collection development, liaison with Indigenous Studies faculty and one or more instructional departments, professional development, service, and may include scholarly activity.

### FUNCTIONS AND DUTIES

1. Provides leadership on strategies, initiatives and activities that meet the Library-related needs of OC students and employees by providing guidance on decolonizing Library Services and promoting the inclusion of Indigenous ways of knowing and teaching practices.
2. Collaborates and builds relationships with Indigenous students, the Aboriginal Services department, and with other internal and external individuals and organizations, on initiatives that help advance the College's Indigenization plans and initiatives.
3. Participates in College-wide committees, events and projects related to Indigenization.
4. In conjunction with the Copyright Officer and the librarian responsible for copyright, educates employees and students on Indigenous intellectual property and copyright matters..
5. Acts as liaison to the Aboriginal Services department, Indigenous Studies faculty and to one or more instructional departments and other OC units as appropriate to ensure that library collections and services are culturally relevant and accurately meet the needs of students and instructional staff.
6. Provides reference services, in person, by email, and in a real-time virtual environment.
7. Prepares and delivers in-class instruction to students, in conjunction with other librarians.
8. Prepares guides and tutorials to research and to the use of library collections and services, using a variety of media and formats.
9. Participates in the development of the library collection by working with the Collections and Cataloguing Librarian and departmental library representatives to plan for resource needs and to select books, media and other materials.
10. Contributes to planning and development of Library policies and procedures by participating in the Library Management Committee.

11. Engages in professional development activity intended to promote subject area and technical competence in librarianship and information science.
12. Engages in service activities that support the College and/or the profession and/or the community.
13. If requested and approved, may engage in scholarly activity, which may include scholarship, research and creative activity.
14. Performs other related duties as assigned.

## **EDUCATION AND EXPERIENCE**

Minimum qualification is a degree from an accredited Master's program in library and information studies. Experience working with Indigenous peoples and communities is highly desirable.

## **SKILLS AND ABILITIES**

- Demonstrated knowledge and understanding of the relationship between traditional knowledge and intellectual property, research ethics in Indigenous communities, and trauma-informed practice
- Demonstrated knowledge and understanding of Indigenous scholarship, Indigenous library services, and Canadian Indigenous people's histories, cultures and experiences
- Knowledge of the nsyilxcən and/or secwepemctsin languages is an asset
- Demonstrated ability to work independently, in a team environment, and with people of diverse socio-cultural backgrounds
- Demonstrated ability to teach in a variety of situations and using a variety of methods, including active learning

## **CORE COMPETENCIES**

- Collaboration & Collegiality
- Continuous Learning & Information Seeking
- Effective Interactive Communication
- Initiative
- Integrity & Accountability
- Student & Service Focus