



CALL FOR APPLICATIONS

LIBRARY DIRECTOR

Location: Edmonton, Alberta

Type: Full-Time (indefinite contract)

Role: Library Director

Circulated: 23 April 2025

Open Competition: 23 April 2025 – 23 May 2025

Start Date: Summer 2025 (flexible)

Newman Theological College (NTC) invites applications for the position of **Library Director**.

NTC is a Roman Catholic School of Theology committed to theological education and missionary discipleship. The College prepares laity, religious, and ordained ministers for Christian service and leadership in Western Canada and beyond. Through the accreditation of the Association of Theological Schools (ATS), NTC offers a Masters of Divinity (MDiv), Masters of Religious Education (MRE) and Masters of Theological Studies (MTS). NTC's Bachelor of Arts (BA) in Catholic Studies is accredited through Alberta's Minister of Advanced Education.

The **Sopchyshyn Family Library** is an academic theological library that supports the curriculum of NTC's degree programs. The library is also a member of the NEOS Library Consortium since 1999. The NEOS Library Consortium is a group of academic and government libraries sharing services, expertise and collections between member libraries. The Sopchyshyn Family Library collection numbers around 55,000 volumes.

Job Overview: The Library Director develops, organizes and maintains the NTC's library collections, supervises library operations and adapts library services to support the educational mission and vision of NTC. The Library Director works independently under the general supervision of the Academic Dean.

Qualifications: By the time of appointment, the candidate *must* possess a Master of Library and Information Studies (MLIS). Theological education is an asset. Familiarity with AI and information management is a strong asset. Strong competency in integrating AI in a post-secondary education context is an asset.

Experience and Abilities:

- Strong interest in theological education and appreciation for the mission of NTC
- Prior academic library experience, including collection development, cataloguing, periodical and database management, budget preparation, and employee supervision
- Experience with library technology (ILS/Discovery systems) and the integration of electronic resources into collections and services; capacity to give leadership on questions about AI and implications in academic contexts
- Good communication skills with a wide variety of library users
- Computer literacy in library resources

Appointment: This is a full-time position with an indefinite contract. The preferred start date is between 1 July 2025 and 1 August 2025. Some relocation funds may be available.

Compensation: Salary is commensurate with experience and education, vacation period, access to a benefit plan and eligibility to participate in NTC's group retirement plan.

Application Requirements: Applicants are asked to submit the following to the Search Committee no later than 23 May 2024: (1) curriculum vitae (CV), (2) letter of interest, and (3) a professional letter of reference. The letter of interest should reflect the candidate's commitment to NTC's mission and suitability for the role.

Submission of Applications: Please email your application package no later than 23 May 2025 to the attention of the Search Committee at hr@newman.edu. Review of application materials begins immediately and continues until the position is filled. All qualified candidates are encouraged to apply. Note, however, that priority will be given to Canadians and permanent residents. Only candidates selected for an interview will be contacted. The initial round of interviews will take place in late May and early June 2025.

For questions, please contact Dr. Pablo Irizar (pablo.irizar@newman.edu), Chair of the Search Committee.

All hiring decisions are subject to final approval by the Board of Governors of Newman Theological College.