



Position Announcement

**Western Connecticut State University
Library Services
Adjunct Librarian – Fulfillment Services
Fall 2026 & Future Semesters**

Western Connecticut State University is pleased to announce applications are being accepted for part-time adjunct librarian position in Library Services department for the Fall 2026 and future semesters.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, members of LGBTQIA and BIPOC communities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. WCSU is honored to be awarded the federal designation as a Hispanic Serving Institution (HSI). This accomplishment marks a pivotal moment in our progress toward fostering diversity, equity, and inclusion within our campus community.

Western Connecticut State University Libraries are dynamic learning centers which foster the discovery, creation, and reinterpretation of knowledge, in support of student success. The faculty and staff are committed to enhancing learning and teaching by connecting researchers with information resources designed to meet the curricular, intellectual, and professional needs of the university community. Additional information about the libraries may be found at <http://library.wcsu.edu>. Information on the University may be found at: www.wcsu.edu.

Job Description: Under the direction of the Access Services Librarian, responsible for opening operations 3-4 days a week, Monday-Friday, starting at 7:45 a.m. As assigned, leads the operation of the Haas Library Circulation desk. Supervises student assistants and may supervise library technicians as needed. Provides Library Service Platform training for all Access Services staff and student assistants. Maintains, evaluates, and reports on stacks maintenance processes and procedures, including supervising library staff and students, shelving, shifting, paging, and inventory. Provides traditional and virtual reference and research assistance to the university community, as needed. In the absence of a full-time librarian, may collaborate/coordinate with Facilities and campus security staff to resolve issues. Oversees opening and, on occasion, may be asked to oversee closing procedures of library spaces. May be required to work at and report to Robert Young library on the Westside Campus, as needed. Required to attend staff meetings. Required to maintain professional expertise by engaging in professional development opportunities. Performs other duties as assigned by the Access Services Librarian. Must be willing to work the occasional holidays, evenings, and weekends.

Required Qualifications: Master's degree in library and information science (or equivalent) from an ALA-accredited master's degree. Prior professional experience in an Access or Public Services department. A commitment to serving library patrons to address current and future needs. Prior professional experience using integrated library systems. Ability to thoughtfully problem solve and maintain a standard of service that supports the success of our students, faculty, and community. Excellent interpersonal, oral, and written communication skills. Experience with office suites/productivity software (eg. Adobe Creative Cloud and Office 365). Ability to troubleshoot hardware and software problems.



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Preferred Qualifications: Ex Libris Alma LSP Certified. Prior experience mentoring, training, and supervising staff in a library environment including students, staff, and/or volunteers. Prior professional experience in an academic library setting providing reference and instruction. Prior supervisory experience. Working proficiency in Spanish or Portuguese. Proficiency with library, educational, and instructional technologies. Knowledge of and commitment to proven teaching strategies and practices. Experience with Springshare software.

Salary & Benefits: The current minimum starting salary is \$49.22 per hour, with 16-19 hours per week. Some evenings and weekends may be required. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/. Part-time faculty at WCSU are represented by the American Association of University Professors.

All employment, if offered, is contingent upon proof of citizenship or employability under the requirement of the Immigration and Control Act (IRCA) and the successful passing of a background check. WCSU is committed to providing a safe campus community. Background investigations include reference checks, and a criminal history record check.

Application Process: Please send a cover letter, three references, and a resume to phillipst@wcsu.edu. Review of applications will begin on 10/12/2026 and will remain open until the position is filled.

Western is an Affirmative Action Equal Opportunity Educator/Employer