

**University of Kansas Medical Center
Position Description
NN/LM MCR KANSAS COORDINATOR & TECHNOLOGY SPECIAL PROJECTS**

Position

Position No: J0020234

NN/LM MCR Kansas Liaison Librarian & Technology Special Projects

Unclassified FLSA exempt appointment as a Biomedical Librarian reporting to the Library Director

Position Summary

This position works as the National Network of Libraries of Medicine MidContinental Region (NN/LM MCR) liaison for the state of Kansas, providing outreach and training to medical librarians, healthcare professionals, and the public. The position is located at [Dykes Library](#) at the [University of Kansas Medical Center](#). Also as technology coordinator this position is responsible for promoting and supporting the use of technology throughout the region in collaboration with the Technology Coordinator at the Spencer S. [Eccles Health Sciences Library, University of Utah](#). As a co-coordinator of technology for NN/LM MCR, the individual in this position will be responsible for identifying emerging technologies. It is critical that one is comfortable in using and testing these emerging technologies in order to encourage their adoption by NN/LM members. This position requires travel.

Required qualifications

- Masters degree from an ALA-accredited library school
- Experience teaching using technology
- Experience in collaboration projects including, but not limited to diverse groups, community/library, business/library, local and
- Understanding technology's use in libraries and its effect on library services, particularly in a medical library setting
- Working knowledge of NLM databases and products
- Evidence of strong written communication skills

Preferred qualifications

- DOCLINE experience or familiarity with interlibrary loan services and procedures
- Experience using communication technologies such as Adobe Connect, online conferencing service, etc.
- Two years relevant library experience
- Experience with creating and managing a budget
- Knowledge of current information management strategies and technologies
- Experience in web administration
- Experience in project development and implementation of a project
- Strong interpersonal and verbal communication skills
- Ability to learn a new technology and subsequently write, learn and teach it to network members
- Experience working with online resources such as social networking tools

Responsibilities

1. Provide training in and promote the use of NLM resources, products, programs and services including:
 - Manage NN/LM membership for the state of Kansas
 - Participate in exhibits at local, regional, and national meetings
 - Coordinate DOCLINE participation for the state of Kansas
 - Contribute to the NN/LM newsletters, web site and other publications

- Contribute to the development and maintenance of the MCR web site
2. Develop relations with and coordinate projects among health information providers and librarians in Kansas and at KUMC
 - Assist in the development of instruction to KUMC faculty, staff, students, consumers, health care providers, legislators, and others in the use of NLM products and library resources
 - Liaison with State agencies, State coalitions and other entrepreneurial groups dealing with health care issues and information in Kansas
 - Provide leadership for and with the KBML (Kansas Biomedical Librarian) group to ensure open communication with these hospital librarians
 - Engage KBML and network members in local and statewide projects encouraging collaborations that work in the respective communities to improve health care professional skills and patient health care
 - Work specifically with the hospital librarians to develop an understanding of the value of the medical librarian and medical information to the hospital and thus to the overall success and satisfaction of the patient
 3. Promote the use of advanced technologies to enhance access to medical information in collaboration with the Coordinator in Utah at the Spencer S. Eccles Health Sciences Library:
 - Collaborate with the NN/LM MCR staff to identify current programs and projects in the region that involve applications of technologies
 - Promote new technologies (such as smart phones, social media, etc.) and new uses of technologies (knowledge management, e-science, electronic health record) to medical librarians across the region
 - Encourage the use of alternative means of communication among Network members, including teleconferences, online conferences, videoconferencing, chat, etc
 - Act as a technology resource for other NN/LM MCR coordinators and Network members throughout the region
 - Work with the NN/LM Web Development Team as needed on nationwide technology projects
 - Train and trouble shoot on the use of information and communication technologies
 - Teach coordinators, librarians, network members how to use technology
 - Encourage the exploration of new technologies through webinars such as “What is a QR code?”
 4. Provide monthly and quarterly statistical and narrative reports as requested by RML Administration
 5. Fulfill Dykes Library University of Kansas Medical Center responsibilities including liaison duties, committee memberships, etc.

Length of Appointment

This position is an annual renewable unclassified appointment (May 1 through April 30 each year) subject to the appointment regulations of the State of Kansas, University of Kansas, and Board of Regents and the availability of RML subcontract funding.

Location of Position

The University of Kansas Medical Center
Department of Information Resources
Dykes Library
3901 Rainbow Boulevard
Kansas City, Kansas 66160-7180

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Equal Opportunity

The University of Kansas Medical Center is an affirmative action, equal opportunity institution which welcomes applications from all qualified persons regardless of sex, race, color, religion, sexual orientation, disability, veteran status, ancestry or age. To request accommodation in the application process, contact 913-588-1206. Persons with speech or hearing impediments may access the Kansas State Relay at 800-766-3777.