Research and Instruction Librarian /Medical & Health Sciences

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Job Description:

About The Chicago School
For more than 40 years, The Chicago School has been a leading nonprofit university dedicated to training professionals for careers that improve the health of individuals, organizations, and communities. Each member of our faculty, staff, and administration plays a critical role in upholding that legacy, and we take pride in hiring and retaining the most dynamic, talented, and passionate professionals who will help us continue to innovate for decades to come.

About the Library

The University Library at The Chicago School is a digital-first entity serving students in all 50 states and internationally. Our Library has a physical presence on our campus locations in Anaheim, Chicago, Dallas, Los Angeles, and Washington, D.C. Our library offers over 300 databases, 300,000 eBooks, 20,000 print materials, and a unique special collection of Tests and Measures, one of the largest in the world. The library is also the organizational home for the Academic Support Center, where students can receive assistance in writing, statistics, and academic skills coaching.

The Opportunity
Reporting to the Associate Director of Academic Engagement, the Research and Instruction Librarian for Medical & Health Sciences will provide and deliver instructional services and research expertise for the Illinois College of Osteopathic Medicine (IllinoisCOM) and related programs as needed, while collaborating with colleagues across the Chicago School Library in delivering educational resources and services to the Chicago School community.

The Research and Instruction Librarian makes forward-thinking contributions to learning-centered academic support programs, projects, and services that foster information literacy, scholarly communications, and research and digital opportunities.

Key Responsibilities of Position

- Develop and deliver a scaffolded instruction program strategically targeting evidence-based research-intensive courses, including embedded course instruction within the IllinoisCOM.
- Provide in-person and online instructional sessions on information and digital literacy, medical and health science resources and tools, and evidence-based research.
- Create and maintain user-friendly online learning objects such as research guides, video tutorials, and modules in the learning management system (LMS) that represent the latest best practices in pedagogy, universal design, and instructional design.
- Provide research consultations and other services to support scholarship and research activities of IllinoisCOM students and faculty.
- Promote library resources and services to students and faculty by participating in or developing outreach and programming, including orientations, workshops, webinars, and other programming initiatives.
- Work collaboratively with other librarians, faculty, researchers, and Academic Support Center staff to support interdisciplinary initiatives.
- Contribute to information literacy goals and assessment.

- Pursue professional development opportunities and maintain awareness of evolving trends and technologies in teaching and library and information science.
- Serve on University and department committees, task forces, and teams, and facilitate and participate in collaborative research projects and communities with faculty, students, and other librarians, internally and externally as appropriate.
- Perform other related duties as assigned or requested.

Minimum Qualifications

- Master's degree in Library or Information Science from an ALA-accredited institution, or equivalent.
- At least one (1) year of experience teaching or providing instruction in an academic library, medical library, or health-services information center.
- Strong communication and collaboration skills, with the ability to work effectively across teams and with diverse stakeholders.

Preferred Qualifications

- Educational background in health or life sciences.
- Three (3) or more years of professional library experience, preferably in an academic environment.
- Commitment to excellence in teaching, in-person and online, including familiarity with best practices such as active learning, project-based learning, and inclusive teaching.
- Familiarity with utilizing technology to transform research and learning experiences.
- Basic knowledge of clinical and biomedical research resources, and current trends and issues in scholarly publishing and communication
- Basic understanding of current trends in information literacy and academic libraries, such as artificial intelligence, sustainability, open access, etc.
- Demonstrated experience working collaboratively to build quality services and develop solutions.
- Experience using one or more bibliographic formatting programs, e.g., Zotero, and other technologies supporting research activities.
- Ability to manage time and coordinate projects in a rapidly changing environment with a positive, flexible, and innovative attitude.

- Demonstrated capacity to work effectively in an inclusive and diverse setting, with a deep commitment to supporting and promoting equity.
- Experience and sensitivity in working with people of diverse backgrounds and cultures.
- Excellent organizational, interpersonal, and communication skills.

Work Environment/Work Week

- Hybrid work environment, with on-site and remote days depending on college and instruction schedules and needs
- Some evening and weekend work may be required.

Application Deadline and Target Start Date
For full consideration, please submit all application materials (CV or Resume, Cover Letter, and references) by **October 17**, **2025**.

We are currently targeting a hire by date of January 1, 2026, for this position.

Disclaimer
The above statements describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside their typical responsibilities occasionally, as needed.

The Chicago School offers a generous compensation and benefits package, as well as the opportunity to work for a leader in the field of education. Some of our key benefits include: generous paid time-off, medical and dental coverage, company-paid life and disability insurance, retirement plan with employer contribution, multiple flexible spending accounts (FSA), tuition reimbursement, professional development, and regular employee appreciation events. The Chicago School is an Equal Opportunity Employer.
Apply Link:

Company:

The Chicago School
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