



WE ARE NEW YORK'S LAW SCHOOL

Reference and Instructional Services Librarian

New York Law School (NYLS), a dynamic urban law center in the heart of Tribeca, seeks a Reference and Instructional Services Librarian.

Position Summary: The Mendik Library at NYLS houses more than 500,000 volumes of books, microforms, and audio/visual materials and offers a full range of electronic subscriptions to support the needs of more than 60 full-time faculty members and approximately 1,000 J.D. and LL.M. students. The Library also provides extensive reference service and instruction to the entire NYLS community.

As a member of the Library's dedicated team, the Reference and Instructional Services Librarian will perform these duties:

- Participate in NYLS's robust Faculty Liaison Program.
- Provide required legal research instruction to first-year students and teach in the Research Skills Workshop Program. (Formal teaching opportunities are available through appointment to the rank of Professor of Legal Research.)
- Develop instructional materials and research guides for various curricular areas.
- Promote new information resources and emerging technologies.
- Serve on library and law school committees.
- Share weekend and some evening hours.

Education and Experience: All applicants must have M.L.S. (or equivalent) and J.D. degrees. Applicants must also possess legal reference experience, preferably in an academic library, and solid knowledge of legal, non-legal, and scholarly research sources and databases. In addition to possessing excellent communications skills and a strong service orientation, the successful candidate will be able to work well with faculty, students, staff, and attorneys.

Experience teaching legal research skills classes is strongly preferred. Foreign-language skills and experience with foreign, comparative, and international law research and resources are preferred but not required.

Salary: Salary is competitive and commensurate with experience. The position also includes a range of benefits and support for professional development.

To apply: Send a resume, cover letter with salary requirements, and three professional references to jobs@nyls.edu.

About New York Law School

Founded in 1891, New York Law School (NYLS) is an independent law school located in the heart of New York City's legal, government, financial, and emerging tech centers. Known as "New York's law school," NYLS embraces the city as its classroom by complementing a rigorous legal education with an innovative and diverse set of "uniquely New York" experiential learning opportunities. Since opening its doors, NYLS has produced graduates who have gone on to hold high elected and appointed office in the city, lead large and small firms, and gain broad recognition as captains of business and industry. Its renowned faculty of prolific scholars has built the School's strength in key areas of the law, including business and finance; intellectual property, media, technology, and applied sciences; and government and public interest. NYLS has more than 18,000 graduates and currently enrolls more than 900 students in its J.D. programs. The School also offers an advanced-degree program in Tax Law.