

Student Services Librarian
University at Buffalo

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Posted May 16, 2025, set to expire Aug. 4, 2025

Job Title Student Services Librarian
Department Law Library
Institution University at Buffalo
Buffalo, New York

Date Posted May 16, 2025

Application Deadline 05/16/2026

Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Library Sciences (all categories)

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Job Description

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Position Information

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Department:

Posting Link: <https://www.ubjobs.buffalo.edu/postings/57159>

Posting Detail Information

Position Summary

The [**Charles B. Sears Law Library at the University at Buffalo**](#) seeks a collaborative, dynamic, and service-oriented librarian to serve as the **Student Services Librarian**.

Responsibilities for this position include:

- Developing and coordinating programs, services, and events to enrich the law student experience, including but not limited to, legal research training sessions, individual or group research consultations, prepare to practice sessions, library-hosted social gatherings, and orientation;
- Cultivating strong working relationships with students, student groups, faculty, and staff;
- Partnering with the University at Buffalo School of Law's Office of Student Affairs to coordinate recurring programming and support student needs;
- Coordinating strategic marketing of library services, resources, and spaces including managing the Law Library's social media communications, creating web content, displays, and other marketing materials;
- Assessing students' research needs, satisfaction with library services, and soliciting suggestions for improvements through surveys, focus groups, and other methods;
- Teaching Research Lab, a required one-credit legal research course in the 1L curriculum;
- Providing in-person and remote reference service as a member of the reference team;
- Creating research guides and tutorials to further the discovery of legal information resources;
- Providing legal and interdisciplinary research support and liaison services to Law School faculty.

This is a two-year, renewable, tenure-track faculty appointment at the rank of Senior Assistant Librarian in an academic research-oriented environment with expectations for research, publication,

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and service. The Student Services Librarian will report to the Director of the Law Library and work with librarians, faculty, and staff across the School of Law and the University Libraries.

The University Libraries is a welcoming multicultural environment that serves an increasingly diverse constituency of patrons. Our employees, services, collections, and policies honor and reflect this diversity, and we invite individuals whose perspectives and experiences will enrich and strengthen our organization to apply.

Learn more:

- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

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