Job Opening: Librarian of The College of Physicians of Philadelphia

An exciting opportunity exists to participate in building a 21st-century model library of medical history as a component of the Mütter Museum. The College of Physicians of Philadelphia seeks a dynamic and resourceful professional to manage its Historical Medical Library and plan its reinvention in a strategic merging of museum and library collections. The Librarian must thrive in an environment with a motivated, small staff, and demonstrate attributes of flexibility, teamwork, and collegiality essential in a small organization. The new Librarian will join the College staff at a pivotal time. A dialog is in progress to define the core collection for a transformed library, create an electronic portal to digitized treasures, and advance a consortium of institutions with collections similar in subject and scope. The Librarian will shape a valuable historical collection for the future.

The Historical Medical Library of The College of Physicians of Philadelphia (Birthplace of American MedicineSM) is one of the largest medical history collections in the United States with over 325,000 volumes including monographs, journals, manuscripts, archives, prints, photographs, pamphlets, and incunabula. The library functioned as Philadelphia’s central medical library from the 1850s to the 1970s, serving its medical schools, hospitals, physicians, and other health professionals. It was designated a historical library in 1996 to recognize its function as a repository for the history of medicine.

Responsibilities: Reporting to the Director, Mütter Museum/Historical Medical Library, the Librarian develops and manages the library collections, programs, and services, including the technological and electronic infrastructure. The incumbent manages all aspects of library operations including temporary and part-time staff and volunteers, technology, purchasing, space and facilities, outreach and exhibits, and may participate in fundraising initiatives to help fund improvements to the library. The Librarian will participate in transforming the Historical Medical Library into the Mütter Museum Library, a merging of the collections.

Requirements: Preferred candidates have a graduate degree in library science from an ALA-accredited institution or an equivalent combination of relevant advanced degree in the humanities and three to five years of successful and increasingly responsible professional experience in special collections. They must possess broad knowledge of current information resources and library technologies and sound knowledge of library preservation and conservation issues and practices. Further, candidates must have demonstrated a public service orientation, strong skills in communication, organization, and solving problems. They must possess the ability to provide leadership and vision for special collections, archives, and digital scholarship and be able to thrive in a demanding environment with multiple priorities, deadlines, and expectations. Familiarity with, and interest in, research fields of the Historical Medical Library is helpful. Experience with rare books or special collections is important.

Salary is commensurate with experience plus excellent benefits. This is a full time, regular, exempt position.

To apply: Send a cover letter which addresses the requirements listed here, a CV, and names/contact information of three references. Review of applications begins immediately and
continues until position is filled. Electronic submissions only. Submit to: librariansearch@collegeofphysicians.org