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ANNOUNCEMENT

August 13, 2018

THE FOLLOWING ANNOUNCEMENT IS HEREBY AMENDED TO READ AS FOLLOWS:

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (TENURE/NON-TENURE TRACK APPOINTMENT, FULL/PART-TIME, SUBJECT TO THE AVAILABILITY OF FUNDS):

Announcement No. 027-18

Position Title
ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR
(LIBRARY SCIENCE)

Application Deadline:
August 13, 2018 ✓


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Application Deadline:
Optimal submittal date is March 16, 2018 (Chamorro Standard Time/UTC+10) when review of applications will begin. Applications will be received until the position is filled.

FOR MORE INFORMATION:

Please call 735-2350, Fax 734-6005, or visit the University of Guam, Human Resources Office located in the Administration Building for information regarding position.

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquires concerning applications of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, Mr. Joseph Blas Gumataotao, located at the EEO/ADA Office, Dorm II, Iya Hami Hall, Room 106 Telephone No. (671) 735-2244; TTY: (671) 735-2243, or to the Office of Civil Rights (OCR).


LARRY G. GAMBOA, SPHR, SHRM-SCP
Chief Human Resources Officer

Assistant Professor to Associate Professor (Library Science), 08/13/18
Approved by CHRO 08/13/18

Human Resources Office • University of Guam, UOG Station • Mangilao, GU 96923 • telephone: (671) 735-2350 • Fax: (671) 734-6005
The University of Guam is an Equal Opportunity Employer and Provider



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A N N O U N C E M E N T

December 27, 2017

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (TENURE/NON-TENURE TRACK APPOINTMENT, FULL/PART-TIME, SUBJECT TO THE AVAILABILITY OF FUNDS):

#027-18 ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR (LIBRARY SCIENCE)

Location:	The Richard Flores Taitano Micronesia Area Research Center				
University Information:	The University of Guam is the premier institution of higher education in the Western Pacific. It is a land-grant institution, accredited by the Western Association of Schools and Colleges Senior Commission. Located in the village of Mangilao on the island of Guam, the campus overlooks beautiful Pago Bay and the University's world-class Marine Biology Lab. The University has approximately 3,900 students, 90% of Asian or Pacific Islander ancestry, providing a uniquely diverse campus and multicultural atmosphere. As a regional, comprehensive, open admissions institution, the university awards degrees at the baccalaureate and master's levels through its two colleges and three professional schools. Over the next five years, the University will be entering an exciting period of growth linked to anticipated increases in military investments and resultant economic expansion in Guam. Three major University initiatives have been developed to maximize academic and community opportunities during this period: "UOG, the Natural Choice" to encourage local students to aspire to attend college and to choose the University of Guam; "UOG Green" with renewable energy and sustainability central to the initiative; and "UOG Leading Change" on Guam and in Micronesia. Extramural funding from competitive Federal sources as well as contracts is rapidly expanding. Such opportunities along with a critical mass of dedicated and capable administration, faculty, students, and staff make the University of Guam an exciting place to be for many years to come. Information on the University's campus security and fire safety may be accessed at http://www.uog.edu/hro (Under Links).				
General Description:	The University of Guam is looking for an individual who is interested in new challenges and opportunities for professional and personal growth. This position calls for someone who is self-motivated and adaptable, intelligent, possesses a global vision and who is interested in working in a dynamic, multi-cultural institution.				
Unit Description:	The Richard Flores Taitano Micronesia Area Research Center (RFT MARC) is a premier center for social sciences and humanities research in the Western Pacific and a major resource related to Guam and Micronesia. One of the goals of the RFT MARC is to publish, promote, and distribute materials of scholarly importance relevant to the region that will enhance the intellectual understanding and contribute to the instructional program at the University of Guam and other academic institutions. The RFT MARC Library contains over 40,000 volumes of resource materials on Guam and Micronesia, and 800 unpublished theses and dissertations, 23,000 photographic prints, 90,000 negatives, and 4,000 slides. A popular part of the collection is the CHamoru Genealogy section, where more than 100 family genealogies have been traced. The RFT MARC also houses the Spanish Documents Collection with more than 100,000 pages of Spanish documents concerning the lengthy colonial presence of Spain in the Pacific. The Manuscripts Collection contains the personal papers of many influential individuals active in the region, it is comprised of approximately two million pages of documents, which include letters, diaries, photographs and other papers which the individuals or their descendants have donated to the RFT MARC.				
Character of Duties:	RFT MARC professional librarians are academic appointees and are represented by the UOG Faculty Union, American Federation of Teachers, Local 6282. This position is in the bargaining unit. The successful candidate for the Assistant Professor to Associate Professor (Library Science) position will fulfill duties specific to three (3) areas of responsibility to include 1) Library and Academic Support; 2) Research; and 3) University and Community Service. While the successful candidate's primary responsibility will be providing direct reference support, this individual will also collaborate with other unit librarians in library technology management and acquisitions, coordinate with others to set unit policies and procedures, create and/or update manuals and forms, and other related areas. Faculty members are expected to perform in all three (3) areas of responsibility, load allocations for research or instructional innovation are possible and subject to the Director's approval. The successful applicant will be required to teach using a variety of modalities, including on-line distance education. The successful applicant will be expected to maintain a continuous record of peer-reviewed scholarly research and publication or topics relevant to library science and specific to Micronesia. In addition, the successful applicant will be expected to maintain a continuous record of active university and community service relevant to the region and the services, goals, and objectives of RFT MARC.				
Qualifications:	Minimum: Master's degree in Library and Information Science from a U.S. regionally accredited institution or foreign equivalent. Minimum experience/abilities should include: 1) At least one (1) year of professional experience in an academic or special library, particularly those serving graduate students, faculty, and members of the community at large; 2) Experience providing reference and research services in an academic library; 3) Strong interpersonal skills and excellent oral and written communication skills; 4) Demonstrated ability to conduct original and complex copy cataloging using an integrated library system; 5) Demonstrated skill in the use of computer software and online cataloging tools; 6) Ability to collaborate with others in the development of written policies and procedures relevant to Unit programs and services; 7) Experience in cataloging using MARC21 and Dublin Core metadata; 8) Demonstrated ability to work both independently and collaboratively; 9) Ability to coordinate and participate in all cataloging and metadata work including the creation of electronic resource and institutional repository records; 10) An academic or professional background relevant to the Pacific Islands region; 11) Must be willing to teach online. Preferred: An advanced degree in an academic discipline related to the Pacific Islands region or demonstrated knowledge of Micronesia resources or conducting research on Micronesia.				
Salary Level:	Salary will be commensurate with qualifications and experience relevant to the position. The following salary figures are for twelve (12) months: <table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 20px;">Assistant Professor</td> <td>\$51,314 - \$88,707 Per Annum</td> </tr> <tr> <td>Associate Professor</td> <td>\$56,813 - \$100,746 Per Annum</td> </tr> </table>	Assistant Professor	\$51,314 - \$88,707 Per Annum	Associate Professor	\$56,813 - \$100,746 Per Annum
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#027-18 ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR (LIBRARY SCIENCE)

**Appointment/
Relocation:**

Compensation for employment shall not commence until all hiring conditions are met, including required employment visa. Annual salary will be prorated, if start of employment is delayed.

The position is a twelve (12) month faculty position, three-year tenure track or non-tenure track (1, 2, 3 year) contractual appointment. The University provides relocation assistance to new employees if hired off-island on a three-year initial contract. Provided are travel expenses for the applicant and the applicant's spouse (as defined by Guam Law) and children under the age of 18 by the least expensive and most direct air route from the point of hire and for moving household goods to Guam by the least expensive carrier up to 3,500 pounds for a family and 1,750 pounds for an applicant without dependents. Insurance of household goods, if desired, is at the employee's expense.

Benefits:

Fringe benefits include a medical and dental plan, life insurance, cafeteria plan (flexible tax benefit plan), and the Government of Guam retirement plan.

**Application
Process:**

Applicants for University of Guam faculty positions must complete an online job application through the UOG's online employment portal at <https://uog.peopleadmin.com>. Please have the following documents prepared and ready to upload with your application:

- (1) Letter of Intent, stating interest
- (2) Up-to-date curriculum vitae or resume
- (3) Copies of all graduate and undergraduate transcripts

Applicants who are short-listed for an interview will be required to provide a short (approximately 5 minutes) video clip of their lecture or presentation.

Special Instructions for References: Three (3) current letters of recommendation from persons knowledgeable about your academic and professional performance must be provided by providing a list of at least three (3) references to be contacted on the References section of the online application. Enter each reference by clicking on the "Add References Entry" button. Provide the name, title, email address, mailing address, and telephone number of each reference. A system automated email will be sent to each reference's email address with a link to attach their reference letter to your application.

Selected candidate must provide official transcripts prior to hire date. For further information, please contact Professor Omaira Brunal-Perry, Chair, Library Science Search Committee at obrunal@triton.uog.edu or the Human Resources Office at uoghro@triton.uog.edu, telephone number, (671) 735-2350 or fax number at (671) 734-6005.

Police and Court Clearance: Pursuant to Public Law No. 28-24 and Executive Order 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

**Application
Deadline:**

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For further information about the University of Guam, visit our Web Site at <http://www.uog.edu>. General information about Guam is available at <http://www.visitguam.org>. For local newspapers, The Pacific Daily News is available at <http://www.guampdn.com> and The Guam Daily Post is available at <http://www.postguam.com>. Information on moving to Guam is available at the Guam Customs & Quarantine Agency web site: <http://www.cqa.guam.gov>.

Work Eligibility:

Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.

Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.

Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the University of Guam, you will be required to present valid documents to comply with this law.

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