



PRINCETON UNIVERSITY

John T. Maltsberger III '55 Associate University Librarian for Rare Books and Special Collections

Princeton University seeks nominations and applications for a strategic, visionary, and collaborative leader for the role of The John T. Maltsberger III '55 Associate University Librarian (AUL) for Rare Books and Special Collections (RBSC). This newly endowed role offers an exciting opportunity for a forward-looking leader in the field of special collections. Princeton seeks an individual who can provide organizational leadership while also collaboratively designing new and innovative services that demonstrate the significance of Princeton University Library's (PUL) outstanding collections to the scholarly community.

With a staff of approximately 40 and a budget of \$6.3 million (FY 2018-2019) from a combination of dedicated acquisitions and other endowments, the new AUL for RBSC will have the opportunity to create world-class services and collections in support of research and teaching. Reporting to the Robert H. Taylor 1930 University Librarian, Anne Jarvis, and working in close partnership with other members of the Library Leadership Team (LLT), the AUL will implement PUL's recently developed strategic priorities.

ABOUT PRINCETON UNIVERSITY LIBRARY AND RARE BOOKS AND SPECIAL COLLECTIONS

Princeton University Library is one of the world's foremost research libraries. Supporting researchers from around the world, it is a vibrant hub of activity, exploration, and discovery. The Library's holdings include more than 10 million printed volumes, 5 million manuscripts, 2 million non-print items and extensive collections of digital text, data, images, audio, video and online resources in over 200 languages. State-of-the-art technology provides on-site and remote access to thousands of databases, digitized collections, sound recordings, musical scores, films, and more. The Library has a campus-wide presence in nine locations, including the main library, the Harvey S. Firestone Library.

With the recent completion of a [ten-year renovation of Firestone library](#), RBSC now possesses the latest technology and facilities for the optimal stewardship of the numerous and varied objects in the special collections. While protecting items for future generations is vital, RBSC is also committed to ensuring that today's scholars have both physical and virtual access to the collections to support their research. RBSC has therefore engaged in a number of national and international digital initiatives to ensure discoverability, use, and digital access. In addition, new classroom spaces enable RBSC staff to work even more closely with faculty to share their collections knowledge and expertise, further enriching users' experience.

The Library's Rare Books and Special Collections is extraordinary in the depth and breadth of its holdings, which range from such singular items as an Egyptian Book of the Dead (circa 1250 BCD) to the papers of Nobel Laureate Toni Morrison. RBSC's holdings span five millennia and five continents and include around 300,000 rare or significant printed works; 30,000 linear feet of textual materials, ranging from cuneiform tablets to contemporary manuscripts; a wealth of prints, drawings, photographs, maps, coins, and other visual materials; the Cotsen Children's Library, and the Princeton University Archives. The extraordinary recently donated Scheide Library—the largest gift in the University's history—is located within the Department. The Seeley G. Mudd Manuscript Library, a division of RBSC, has its own building nearby and houses the Princeton University Archives and a highly regarded collection of 20th-century public policy papers.

LIBRARY LEADERSHIP AND STRATEGIC DIRECTION

Anne Jarvis was appointed Robert H. Taylor 1930 University Librarian in 2016. She was previously University Librarian at University of Cambridge, England, where she was the first female to hold that title in the institution's 800-year history. In her role at Princeton, she has initiated changes which enhance discovery and services to meet the changing needs of scholars in a rapidly evolving global environment.

In order to advance the Library's [mission and vision](#), Jarvis also recently led the creation of the Library's first strategic plan. The key priorities of the plan include the following:

- Develop and deploy programs that place Library services where users work and interact
- Acquire, steward, and provide access to outstanding information resources, taking into account evolving technologies, scholarly publishing practices, and regional, national, and international networking developments
- Actively pursue strategic collaborations that mutually benefit the Library, the University, and the broader cultural heritage community and promote the democratization of information
- Transform the Princeton University library culture into one that embodies diversity, equity, and inclusion; values and leverages differences; and holds everyone accountable for promoting the culture to patrons and staff through the Library's collections, programs, and services
- Foster a supportive and respectful work environment that encourages and facilitates staff development; values information sharing; embraces innovation and change; and promotes continuous collaboration and improvement

ROLE OF THE JOHN T. MALTSBERGER III '55 ASSOCIATE UNIVERSITY LIBRARIAN FOR RARE BOOKS AND SPECIAL COLLECTIONS

Reporting to University Librarian, Anne Jarvis, and working as a member of the Library Leadership Team, the AUL will contribute to the implementation of the Library's strategic priorities. These priorities provide the framework for significant organizational and philosophical changes which

align with the evolving scholarly environment. The AUL for Rare Books and Special Collections will therefore provide strategic vision and leadership, expert day-to-day management of people and processes, and special collections expertise appropriate to the depth and breadth of Princeton's world-class collections.

The Library as a whole employs approximately 330 individuals and has an operating budget of \$65 million (FY 2018-2019). The AUL for RBSC oversees an expert staff of approximately 40, including curators, public services staff, archivists, collections assistants, and administrative staff; and a divisional budget combining dedicated acquisitions and other endowments of \$6.3 million (FY 2018-2019).

While most RBSC staff work within the department in Firestone Library, the University Archivist and Curator of Public Policy Papers leads a team of approximately seven at the nearby [Seeley G. Mudd Manuscript Library](#), which houses Princeton University Archives and a highly regarded collection of 20th-century public policy papers.

The AUL reports to the University Librarian and is a member of the Library Leadership Team. The LLT provides leadership, sets priorities, creates policies, and works in close partnership to deliver on the Library's strategic plan. The team includes:

- [Associate University Librarian for Scholarly Collections and Research Services](#)
- [Director of Finance and Administration](#)
- [Director of Library Communications](#)
- [Director of Library Information Technology and Digital Services](#)
- [Director of Talent and Organizational Effectiveness](#)

OPPORTUNITIES & CHALLENGES

The Associate University Librarian for RBSC will engage with the following opportunities:

- **Strategic Vision:** Providing the strategic vision and effective leadership to shape the future of RBSC.
- **Organizational Change:** Driving change management initiatives within RBSC that will enable individuals and groups to work collaboratively and with accountability toward shared Departmental and Library goals.
- **Collections Development:** Developing a thoughtful, comprehensive, and inclusive RBSC collection development policy that prioritizes the changing needs of faculty and aligns with the Library's collection development policies.
- **Digital Initiatives:** Collaborating with other Library departments and divisions on the strategic development and prioritization of digital projects in order to increase the discoverability and use of RBSC's collections.

- **Inclusive and Collaborative Culture:** Ensuring that RBSC is an environment in which people from a diverse range of backgrounds and perspectives can thrive and develop professionally and in which all staff work together collaboratively.
- **Faculty Outreach:** Working collaboratively with Princeton faculty, academic research centers, including the Center for Digital Humanities and the Princeton Art Museum, to initiate and manage research initiatives that support the use of RBSC's resources across campus and beyond.
- **Pedagogical Innovation:** Overseeing and developing, in keeping with faculty needs and interests, a program of new pedagogical approaches that encourage teaching with, and promoting access to, special collections.
- **Donor Relations:** Engaging with donors and liaising as appropriate with the Friends of Princeton University Library, in collaboration with the University Librarian and Associate University Librarian for External Engagement.
- **Strategic Partnerships:** Bringing together collaborators from across the Library, campus, and research community in creative and innovative ways to form partnerships that advance the mission and priorities of the Library.

DESIRED QUALITIES AND COMPETENCIES

The Associate University Librarian for RBSC will be a highly respected, actively engaged, and internationally recognized expert in the field of special collections. An advanced degree in a relevant field is required. The ideal candidate will combine subject matter expertise with strong organizational leadership and people management skills. They will also bring many of the following complementary skills and experiences to their work:

- A deep understanding of and practical familiarity with the future direction of and best practices within the world of special collections.
- A record of strong, relevant scholarship, including publications and presentations, and robust engagement in key professional associations.
- Experience leading an organization through change.
- Strong communication skills, including the ability to listen carefully, speak diplomatically, and initiate difficult conversations when needed.
- Experience supporting the development of staff at all levels through both formal programs and informal mentorship.
- A demonstrated commitment to ensuring a diverse, equitable, and inclusive workplace environment.

- A natural rapport with and understanding of the needs of faculty, whether in support of scholarly research or pedagogy.
- Experience cultivating and stewarding relationships with donors, in coordination with other Library leaders.
- A formidable intellect paired with a welcoming, personable, and approachable demeanor.
- In keeping with the Library's mission, a commitment to ensuring that the holdings of RBSC are discoverable, shared, and used by a wide range of scholars and students both in person and in digital form.

ABOUT PRINCETON UNIVERSITY

The University is led by Christopher L. Eisgruber, who took office as Princeton University's 20th president on July 1, 2013. A renowned constitutional scholar, he served as a member of the Princeton faculty for 12 years and as Princeton's provost for nine years before being named president. Under President Eisgruber's leadership, the University is pursuing initiatives that increase the socioeconomic diversity of the undergraduate student body. The University seeks to attract and enroll talented individuals from all backgrounds, and to ensure that all students have the support they need to flourish on campus. The University aims to add an additional 500 undergraduates to its population and continue to enhance its academic instruction and exploration of various global regions and cultures.

FACULTY

The University's exceptional faculty includes more than 1,200 scholars working at the frontiers of knowledge across the disciplines. Each year, Princeton faculty members receive numerous national and international honors recognizing their scholarship and research. The current faculty includes 10 Nobel laureates. Demonstrating the University's distinctive commitment to teaching, all faculty members are expected to teach both undergraduate and graduate students. The undergraduate student-to-faculty ratio is 5:1.

UNDERGRADUATE EDUCATION

There are more than 5,200 undergraduate students at Princeton who come from a wide variety of backgrounds and groups. The University offered admission to 6.1 percent of the applicants for the class of 2021. Of the students offered admission, 50.5 percent are women and 49.5 percent are men; 53.4 percent have self-identified as people of color, including biracial and multiracial students; 63.8 percent of the admitted students come from public schools, and 18.9 percent will be the first in their families to attend college. Students receiving offers of admission to the Class of 2021 come from 49 states, plus Washington, D.C., Guam, Puerto Rico, American Samoa, and the Virgin Islands. International students represent 12.1 percent of the admitted students and are citizens of 76 countries.

Princeton supports students from all socioeconomic backgrounds with a financial aid program designed and resourced to support the University's commitment to equality of opportunity,

regardless of financial circumstances. Twenty-two percent of the Class of 2021 was eligible for Pell grants for low-income students and 60 percent of undergraduates receive financial aid. As a result, 84 percent of undergraduates are able to graduate without debt.

Undergraduate students participate in more than 300 student organizations. Eighteen percent of the undergraduate student body participates in intercollegiate athletics through one of the 37 varsity sports teams.

GRADUATE EDUCATION

Princeton's graduate school encompasses nearly 2,700 students who work closely with distinguished faculty in their research and scholarship. With a focus on doctoral education that emphasizes original and independent scholarship and a select number of master's degree programs, students receive degrees across the humanities, social sciences, natural sciences, and engineering. Forty percent of graduate students are women, and 43 percent are international citizens.

Princeton guarantees full funding (tuition, fees and a generous stipend) for its regularly enrolled, degree-seeking Ph.D. candidates for all years of regular program enrollment, which comes in the form of fellowships, teaching assistantships, and research assistantships.

BUDGET

The University is a large economic entity, with an annual operating budget of over \$1.9 billion. The Princeton endowment is the fourth largest in the country, valued at \$23.8 billion in June 2017. Princeton has a substantial impact on the New Jersey economy as an employer, research and innovation leader, sponsor of construction projects, purchaser of goods and services, and financial and civic contributor to local communities. The economic output of Princeton University in 2015 was \$1.58 billion, resulting from its employment of nearly 7,000 individuals, visitor spending, research expenditures, construction spending, and off-campus student spending.

MISSION AND VALUES

Princeton University is a worldwide leader in education and research. According to U.S. News & World Report, Princeton has been ranked first among national universities for 15 out of the past 17 years. Reflective of Princeton's commitment to provide an education that shapes the whole person, fosters civic engagement, and prepares future leaders, the U.S. News & World Report has also placed Princeton first in "best undergraduate teaching" over the past three years.

The Princeton community is large and diverse, with a deeply felt, shared sense of mission. Its talented faculty and students are drawn to its campus from across the globe. The University is dedicated to the pursuit of knowledge, the diversity, and inclusivity of the entire campus community, and the ideal of service. Princeton's commitment to service is reflected in its unofficial motto: "Princeton in the Nation's Service and the Service of Humanity."

The values and ethos of Princeton University are clearly articulated in its mission statement:

“Princeton University advances learning through scholarship, research, and teaching of unsurpassed quality, with an emphasis on undergraduate and doctoral education that is distinctive among the world’s great universities, and with a pervasive commitment to serve the nation and the world.”

The University’s defining characteristics and aspirations include:

- A focus on the arts and humanities, the social sciences, the natural sciences, and engineering, with world-class excellence across all of its departments.
- A commitment to innovation, free inquiry, and the discovery of new knowledge and new ideas, coupled with a commitment to preserve and transmit the intellectual, artistic, and cultural heritage of the past.
- A faculty of world-class scholars who are engaged with and accessible to students and devoted to the thorough integration of teaching and research.
- A focus on undergraduate education that is unique for a major research university, with a program of liberal arts that simultaneously prepares students for meaningful lives and careers, broadens their outlooks, and helps form their characters and values.
- A graduate school that is unusual in its emphasis on doctoral education, while also offering high-quality masters programs in selected areas.
- A human scale that nurtures a strong sense of community, invites high levels of engagement, and fosters personal communication.
- Exceptional student aid programs at the undergraduate and graduate level that ensure Princeton is affordable to all.
- A commitment to welcome, support, and engage students, faculty, and staff with a broad range of backgrounds and experiences, and to encourage all members of the University community to learn from the robust expression of diverse perspectives.
- A vibrant and immersive residential experience on a campus with a distinctive sense of place that promotes interaction, reflection, and lifelong attachment.
- A commitment to prepare students for lives of service, civic engagement, and ethical leadership.
- An intensely engaged and generously supportive alumni community.

CONTACT

Please send nominations, applications, and queries in confidence and electronically to:

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