

Type in the Position Title

Select Unit

**Position Description**

The University Library at California State University, Dominguez Hills (CSUDH) invites applications for a Select Position Type position at the rank of Select Rank Select AY or 12-mo with the appointment starting in Select Semester Enter Year.

At CSUDH, we celebrate and respect diversity in all forms that include every race, religion, gender, ethnicity, veterans, people with varied abilities, and members of the LGBTQ+ community. CSUDH is seeking applications from candidates who can demonstrate experience in teaching and working with individuals from diverse backgrounds and contribute to the University’s mission, vision, and core values.

For more information: [Mission, Vision, and Core Values](https://www.csudh.edu/president/strategic-planning/mission-vision-values).

**The Position**

Enter a description of the position.

**Qualifications**

Required Qualifications

* Applicants must have experience in Select a minimum qualification from diverse age, socioeconomic, cultural, and academic backgrounds.

Preferred Qualifications

**How to Apply**

A completed on-line application must be received by electronic submission to be considered. To apply, please visit [CSUDH career-opportunities](https://www.csudh.edu/hr/career-opportunities/).

**Application Deadline Date:**

The position is open until filled. Review of applications will begin in Enter Month/YYYY. For full consideration, please submit your completed application no later than Select Date.

* Current Curriculum Vitae with contact information
* Cover letter
* Statement on Diversity, Equity, and Inclusion (2 pages maximum)\*
* List of 3 references with contact information\*\*
* Unofficial transcripts (an official transcript will be required for the finalist)\*\*\*

*\*Given CSUDH’s commitment to diversity and inclusion for all students, faculty, staff, and administrators, describe your individual commitment and experiences in advancing diversity and inclusion and how they relate to your future teaching and research.*

*\*\*This position requires three letters of recommendation (LORs). Please do not upload your LORs with your application. Your list of references will be notified at the appropriate time during the search process. They will receive a request via email along with information on uploading the LOR. You will be able to verify that each letter has been received by CSUDH by logging back into your applicant portal.*

\*\*\*For finalist with International transcripts, a United States Equivalency certification will be required.

*A United States (US) Equivalency certification is required for earned/awarded/conferred foreign terminal degrees, which is from a foreign Academic Institution for foreign studies. The US Equivalency certification is used to validate foreign studies from an academic credential evaluation agency and is evaluated on foreign studies and deemed to be equivalent to degrees from the United States. The certification must translate the information in English, and confirm that your highest terminal degree is US Equivalent to a US terminal degree (i.e., Bachelor’s, Master’s, Doctorate’s, Doctor’s of Philosophy). The certification can be emailed to* *facultyaffairs@csudh.edu* *or mailed directly to the office of Faculty Affairs and Development, 1000 East Victoria Street, WH-368, Carson, CA 90747.*

If you have questions regarding the position, please contact:

Enter name of Contact Person

Search Committee Chair

Enter Name of Dept.

Enter description of Department/Program/School

For more information see: Enter URL

**Additional Information**

The **Senior Assistant Librarian** (12-Month) classification salary range is $0 to $0 per month; anticipated hiring salary range is $0 to $0 per month.

The **Associate Librarian** (12-Month) classification range is $0 to $0 per month; anticipated hiring salary range is $0 to $0 per month.

The salary for this position will be commensurate with experience and current CSUDH faculty salaries in the University Library. Faculty salaries are subject to budgetary authorization and any California State University System faculty contract increases. Moving expenses may be available.

An excellent comprehensive benefits package is available that includes: health/vision/dental plans; spouse, domestic partner and dependent fee‐waiver; access to campus child‐care; and a defined‐benefit retirement through the state system along with optional tax sheltering opportunities. For a detailed description of benefits, please visit: <https://www.csudh.edu/hr/benefits/>

Background Check

Satisfactory completion of a background check (including a criminal records check) is required for employment. CSU will make a conditional offer of employment, which may be rescinded if the background check reveals disqualifying information, and/or it is discovered that the candidate knowingly withheld or falsified information. Failure to satisfactorily complete the background check may affect the continued employment of a current CSU employee who was conditionally offered the position.

Mandated Reporter Per CANRA

The person holding this position is considered a ‘mandated reporter’ under the California Child Abuse and Neglect Reporting Act (CANRA) and is required to comply with the requirements set forth in [CSU Executive Order 1083](https://calstate.policystat.com/policy/10927154/latest/), revised July 21, 2017, as a condition of employment.

Closing Statement

CSUDH is an Equal Opportunity Employer. We consider all qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.

For more information: [U.S. Equal Employment Opportunity Commission](https://www1.eeoc.gov/employers/poster.cfm)

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call the Human Resources’ Office (310) 243-3771.

Clery Act crime statistics for CSUDH are available at [Campus Security Report (Clery),](https://www.csudh.edu/rm/clery-act/) or by calling University Police at (310) 243-3639.

Upon appointment, all candidates must furnish proof of eligibility to work in the U.S.

The California State University is Smoke and Tobacco Free. Smoking, Vaping and other Tobacco use are Not Permitted anywhere on University property. Education Code 42356, CCR Title 5, Article 9.

For more information see: [Smoke & Tobacco-Free](https://www.csudh.edu/breathe-freely/policy/)