Background
The Association of Southeastern Research Libraries (ASERL) was founded in 1956 and is currently one of the largest regional research library consortia in the United States. ASERL consists of 38 institutional members in 11 states with the home office housed in the Robert W. Woodruff Library on the Emory University campus in Atlanta, Georgia. ASERL staff consist of one full-time Executive Director and a part-time program coordinator for shared print initiatives. The current staff operates in a team environment and provides support for a broad spectrum of initiatives and activities of the Association, its Board of Directors and numerous working groups, programs and services.

Statement of Need
In Summer 2018, the ASERL Board of Directors approved a request from ASERL’s Executive Director to conduct a study of the programming and operations of similar research library consortia, which included seven major library organizations in the US and Canada.

Summary of Findings & Member Inputs
- ASERL serves one of the largest membership bases among the consortia studied (38 libraries + 1 Program Affiliate)
- ASERL has the smallest staff (1.66 FTE) and the lowest annual dues ($8,900 / member / year in 2018-19) within the study group
- ASERL is a national leader in professional development programming, with programming that serves all member institutions and a broader national following.
- ASERL’s Shared Print programming is innovative and a key participant in the development of a national framework for print retention via the Rosemont Alliance.

Concurrent to this study, in an effort to determine strategic directions for the next few years, ASERL solicited input from its membership through a survey to gauge current and future programming wants and needs. The results were discussed by the ASERL Board and in small groups at the November 2018 membership meeting. Key take-aways from the survey and follow-up discussions include:
- ASERL members’ overall satisfaction is high – rating a 4.7 on a scale where 5 is “very satisfied.”
- Most valued current activities:
  a. Deans’ Meetings
  b. Resource Sharing
  c. Webinars
  d. Journal Retention & Group Purchasing (tie)
  e. Gov-Doc Retention
- Most desired future activities:
  a. Diversity, Equity & Inclusion (DEI) Programming
  b. Expand Professional Development Programming (leadership development, in-depth training / credentialing, more webinars, etc.)
c. Developed more robust Resource Sharing  
  d. Foster cross-institutional collaboration  
  e. Develop new Preservation programming

In small group discussions, when asked “What issue(s) do you want ASERL to focus on in the next three years?”

- All groups mentioned Diversity, Equity, and Inclusion programming,  
- All groups mentioned some form of professional development,  
- Three groups mentioned webinars.  
- Other responses included more-robust Resource Sharing, fostering more cross-institutional collaboration, and developing new Preservation programming.

In a poll completed at the end of the Fall Meeting, when asked “How do you want ASERL to determine it future programming” 74% of respondents voted to emphasize Deans’ meetings and develop specific, limited areas of focus for deeper programming, and 51% felt ASERL would benefit from more staff and indicated a willingness to support it.

Reactions to this analysis are two fold: On one hand, ASERL is clearly “doing more with less” and providing excellent services at minimal cost. The ASERL Board believes the current staff is at capacity and there is a need to increase staff to focus efforts in the areas indicated with the appropriate skillset while maintaining the high level of client care for which it is renown.

In short: ASERL cannot develop the desired new programming with the existing staffing levels. To accommodate new needs, the Board proposes ASERL increase its staffing by 1 FTE to focus on future developments, with a particular focus on Diversity, Equity, and Inclusion as well as other professional development opportunities. Attached is a proposal for an additional staff person that would assume ongoing responsibilities for Professional Development programming on a four-year trial basis. This would provide additional bandwidth for the Executive Director to explore other opportunities for new collaborations.

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DRAFT – NOT FOR CIRCULATION

ANNOUNCEMENT OF PROFESSIONAL VACANCY:

ASERL Program Coordinator for Professional Development

AVAILABLE: TBD

The Association of Southeastern Research Libraries, Inc. (ASERL) seeks a knowledgeable, enthusiastic and collaborative colleague to serve as Program Coordinator to expand our Professional Development initiatives, with a focus on Diversity, Equity, and Inclusion programming. This position offers an excellent opportunity to work with talented and motivated staff across many research libraries in the Southeast to convene a wide array of professional development activities and foster increased awareness and competencies relating to diversity, equity, and inclusion.
Reporting to the ASERL Executive Director, the Program Coordinator will support the work of our member libraries by further refining and expanding the activities of ASERL’s highly-respected Interest Groups and Professional Development programming, including support for our new Diversity, Equity, and Inclusion (DEI) Initiative (see ASERL’s Recommendations for Diversity, Equity, and Inclusion Activities [URL]). This position includes managing the work of volunteer co-chairs of several Interest Groups, implementing a program of approximately 24 online webinars per year, working with the Executive Director and others to identify and implement DEI-related activities that comport with the list of Recommended Activities. This position also includes seeking opportunities to implement additional in-person training events on an as-needed basis.

NOTES:
• This full-time position has an initial four-year appointment with continuation possible. The ASERL Board of Directors will assess the success of this position in Year 3 and determine if/how to continue the position once the initial pilot period is complete.
• ASERL will consider applicants from remote work locations; relocation to Atlanta is not a requirement for this position.

About ASERL
Founded in 1956, ASERL is one of the largest regional research library consortia in the United States. We serve 38 institutional members in 11 states. ASERL is housed in the Robert W. Woodruff Library at Emory University in Atlanta, Georgia. ASERL’s staff currently includes the Executive Director and a part-time Program Coordinator for Shared Print Initiatives. ASERL operates in a team environment that provides support for the broad spectrum of initiatives and activities of the Association, its Board of Directors and numerous working groups, programs and services. As part of ASERL’s affiliate agreement with Emory, this person will be an employee of Emory University, and enjoy the many benefits related to being an Emory employee.

QUALIFICATIONS
Required: Masters degree from an accredited college or university and minimum five years’ experience working in an academic library or consortium – preferably with experience in training / professional development environments – or equivalent experience. A passion for working with people and with issues relating to Diversity, Equity, and Inclusion is necessary. Robust experience in leading volunteer-based groups, consortia, and project management is helpful. Familiarity with standard office technologies, e-meeting tools, and website development / management tools. Excellent communication skills. Demonstrated experience working in a technology-based environment. Comfort with ambiguity and the ability to improvise when needed.

Salary and Benefits
Salary is commensurate with qualifications and experience. ASERL staff are affiliates of Emory University and enjoy Emory’s standard employment benefits including annual leave, sick leave, and retirement plan.

Deadline for Application
Review of applications will begin on [Insert date]. Applications will be accepted until the position is filled, but preference will be given to applications received by the begin review date.
To Apply
Please visit.... Include a cover letter, a resume and the name, mailing address, email address, and telephone number of three professional references. Additionally, please indicate in your cover letter where you first learned of this position.

(Add other HR info as needed)