



# BCELN

BRITISH COLUMBIA  
ELECTRONIC LIBRARY NETWORK

**Executive Director**

**BC Electronic Library Network (BC ELN)**

The British Columbia Electronic Library Network (BC ELN) is seeking a visionary leader to serve as its next Executive Director. This dynamic position has potential for far-reaching impact in the post-secondary library environment of British Columbia, and beyond.

Reporting to the BC ELN Steering Committee, the Executive Director exercises leadership, management, fiscal, and policy and planning responsibility for BC ELN, a post-secondary library consortium comprised of 34 public and private partner libraries in B.C. and the Yukon. In accordance with the strategic directions set by partner libraries and the BC ELN Steering Committee, the Executive Director leads the development, implementation, and assessment of innovative services and programs. The Executive Director builds and nurtures advantageous working relationships and collaborative arrangements with BC ELN's key partners, including partner libraries, government representatives, funders, external consortial partners, and its host institution, Simon Fraser University (SFU). BC ELN's work is guided by the core values and principles in the [2023-27 Strategic Framework](#).

### **Setting**

BC ELN offices operate on the Burnaby campus of SFU. We acknowledge the sə́ilwə́taʔt (Tsleil-Waututh), kʷikʷə́ləm (Kwikwetlem), Skwxwú7mesh Úxwumixw (Squamish) and xʷməθkʷəy̓əm (Musqueam) Nations on whose traditional territories the BC ELN offices are located. By recognizing the unceded traditional Coast Salish territories, we aspire to create a space for reconciliation through dialogue and decolonizing practices. BC post-secondary libraries are committed to advancing Truth and Reconciliation initiatives, including implementation of the BC *Declaration on the Rights of Indigenous Peoples Act*.

BC ELN is a partnership of the Province of British Columbia and its post-secondary institutions. BC ELN operates with core funding from the BC Ministry of Post-Secondary Education and Future Skills, with additional project funding and staff time contributed by 34 public and private post-secondary libraries. For more information, visit <https://bceln.ca/>. BC ELN employees are appointed under appropriate SFU employee agreements and as applicable, as externally funded positions.

BC ELN develops and supports system-wide mechanisms that allow post-secondary libraries to meet the expanding information needs of learners, educators, and researchers at a sustainable cost. These mechanisms strive to ensure learners in British Columbia have equitable access to resources and services that support their academic success. BC ELN currently achieves this by negotiating electronic resource licenses, facilitating resource sharing, coordinating collaborative online learner support services, and enhancing access to digitized primary content. BC ELN also serves as the Administrative Centre for the Electronic Health Library of British Columbia (eHLbc), providing project management and expertise to fulfill consortial objectives. For more information, visit <https://ehlbc.ca/>.

### **Roles and Responsibilities**

The Executive Director oversees the planning, implementation, and evaluation of the consortium's programs and services, ensures that the programs and services offered by the consortium contribute to the consortium's mission and reflect the priorities of partner libraries, oversees high-level negotiations, and builds consensus among diverse partners and stakeholders. In 2022, the Executive Director oversaw eight continuing staff and multiple limited term and contract staff and managed an overall budget of \$10.5 million, including eHLbc. In addition, the Executive Director works cooperatively with national and international

consortia such as Consortia Canada and the International Coalition of Library Consortia, to represent the needs of the consortium and to achieve results that benefit the wider community.

***Strategic vision and leadership responsibilities:***

- Develops and implements the strategic framework in collaboration with consortial partners while ensuring that the budget, staff, and priorities are aligned with the consortium's core values
- Provides inspiration and direction to all those involved in the consortium, and ensures the continued development and management of a professional and efficient organization
- Cultivates a strong and transparent working relationship with partner libraries, ensuring open communication about finances, human resources, and service areas

***Operational planning and management responsibilities:***

- Ensures that the consortium is responsive to partner libraries, in collaboration with the Steering Committee
- Develops an operational plan which incorporates goals and objectives that work toward the strategic directions of the consortium
- Oversees the efficient and effective day-to-day operation of the consortium
- Drafts policies for Steering Committee approval and prepares procedures to implement the organizational policies
- Liaises with government partners to demonstrate accountability and align BC ELN's goals with provincial priorities

***Budgetary, financial, and administrative responsibilities:***

- Secures funding for the operation of the consortium, in cooperation with the Steering Committee
- Liaises with SFU Finance and the Provost's office to ensure financial accountability and transparency
- Prepares and manages an overall BC ELN budget of approximately \$10.5 million, and reports on revenues and expenditures of the consortium

***Human resources development and management responsibilities:***

- Administers the recruiting and hiring process for BC ELN
- Manages the organization, employee relations, and performance management of staff in accordance with SFU policies and procedures, and relevant collective agreements in a unionized workplace
- Establishes a positive, healthy, and safe work environment in accordance with all appropriate legislation and regulations

**Qualifications**

While the search committee recognizes that no one candidate is likely to meet all the qualifications in equal measure, the following qualifications will be used in the assessment of candidates for the position.

- Graduate degree in Library or Information Science from an ALA-accredited program, or its equivalent
- Minimum of 5 years of management and leadership experience
- Demonstrated experience initiating, planning, implementing, and assessing programs and services
- Ability to work effectively, both with internal partners and with sector-wide organizations
- Ability to exercise tact and diplomacy while building consensus among diverse participants
- Knowledge of trends in the Canadian post-secondary education landscape
- Record of working with diverse communities to advance equity, inclusion, and accessibility initiatives

- Record of working with Indigenous communities to advance decolonial and reconciliation initiatives
- Effective negotiation, collaboration, and creative thinking skills
- Experience seeking and securing funding for new initiatives and demonstrating value to funders
- Demonstrated problem-solving and conflict management skills
- Experience working in or with library consortia
- Demonstrated effectiveness with HR management including experience with hybrid teams, and working in a unionized environment
- Management style exemplified by respect, consultation, and empowerment
- Demonstrated effectiveness with financial management
- Excellent communication skills, both oral and written
- Ability to lead change in a rapidly evolving environment
- Fluency with digital technologies, including an understanding of emerging trends

### **Terms of Appointment**

This full-time appointment will be for a 5-year term, renewable, with an underlying continuing librarian appointment. The successful applicant will be appointed at a salary level commensurate with experience and qualifications, and in accordance with SFU Policy AD13.08

<https://www.sfu.ca/policies/gazette/academic/a13-08.html>. The Executive Director is excluded from the SFU Faculty Association. Benefits are outlined at <http://www.sfu.ca/faculty-relations/benefits-services.html> and Article 43 of the SFU/SFUFA Collective Agreement (2019-2022):

[https://www.sfu.ca/content/dam/sfu/faculty-relations/collective-agreement/CA2019\\_2022.pdf](https://www.sfu.ca/content/dam/sfu/faculty-relations/collective-agreement/CA2019_2022.pdf)

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Simon Fraser University is committed to employment equity and encourages applications from candidates of all genders, and explicitly including Black and Indigenous people, racialized persons, and people with disabilities. SFU is also committed to ensuring that the application and interview process is accessible to all applicants. If you would benefit from accommodations during the application or interview process, please contact Susie Smith (contact details below). We are seeking a candidate who will be working in British Columbia, and able to operate out of the SFU campus as required.

The search committee recognizes that alternative career paths and/or career interruptions (e.g. parental leave, leave due to illness) can impact career trajectory and commits to ensuring that leaves are taken into careful consideration. Candidates are encouraged to highlight in their application how alternative paths and/or interruptions may have impacted them. The committee also recognizes the value of mentoring, outreach, and professional service.

Under the authority of the University Act, personal information that is required by the University for academic appointment competitions will be collected. For further details see:

[http://www.sfu.ca/vpacademic/faculty\\_openings/Collection\\_Notice.html](http://www.sfu.ca/vpacademic/faculty_openings/Collection_Notice.html)

### **TO APPLY**

To be given assured consideration applications must be submitted by email in one consolidated PDF document with cover letter and curriculum vitae by noon PDT May 8, 2023 to:

Susie Smith, Library Management Office, WAC Bennett Library, Simon Fraser University  
library@sfu.ca | Phone: 778-782-4658