



## *Visual Resources Curator*

Roger Williams University Libraries seeks a Visual Resources Curator who will be responsible for planning, developing, maintaining, and providing outreach for the visual resources collections and services while contributing to the library's digital initiatives. Reporting to the Dean of University Libraries, the Curator acquires, processes, and catalogs images for both the digital image and slide collections with primary support for the School of Architecture, Art, and Historic Preservation. In addition, the Curator supervises the work of the part-time Digital Resources Assistant and student employees and is responsible for overseeing the training of faculty in the use of the visual resources collections.

The Visual Resources Curator is responsible for making visual resources available to users and is expected to demonstrate a thorough knowledge of visual image cataloging procedures and standards. The Curator is also responsible for providing services to image collection users by instructing them on the use of presentation tools, helping them find images for presentations, or answering questions as they relate to image collection. The ideal candidate must exhibit a proficiency in computer applications such as MS Office Suite, FileMaker Pro or MS Access, and MS Photoshop. A working knowledge of Madison Digital Imaging Database (MDID2) is preferred, as well as knowledge of the fair use guidelines within U.S. Copyright law, as they apply to visual resources. The Curator must be detail-oriented, able to successfully manage multiple projects, and proficient in both verbal and written communication.

A Master's degree in Art History, Architectural History, or a related field is required. A Master's degree in Library and/or Information Science with substantial education in art or architecture history may be substituted. Also required is 2 - 5 years experience working in a visual resources collection and 1 – 2 years supervisory experience. An equivalent combination of education and work related experience will be considered.

Interested applicants should send cover letter, resume, and names and phone numbers of three references to: Human Resources, Roger Williams University, One Old Ferry Road, Bristol, RI 02809 or [human\\_resources@rwu.edu](mailto:human_resources@rwu.edu) indicating Ref #08-121.

*Roger Williams University is an Equal Opportunity Employer committed to inclusive excellence and encourages applications from underrepresented populations.*