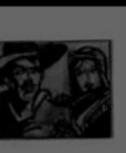
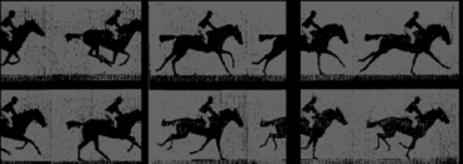




HARRY RANSOM CENTER

The University of Texas at Austin

Scene: A part of a Southern back yard and kitchen. At the back of the stage left there is a *“dining”* arbor, and before it a parking case luncheon stand. A sheet, used as a stage curtain, hangs raggedly at one side of the arbor. There is an elm tree in the yard. The kitchen has in the center a table with chairs. The walls are drawn with child drawings. There is a stove to the right and a small coal heating stove with coal settle in rear center of kitchen. The kitchen opens on the left into the yard. At the interior right a door leads to a small inner room. A door at the left leads into the front hall. The lights go on dimly, with a dream-like effect, the kitchen and only the yard were dark and at *“beginning of scene”*



Search Committee Introductions

- Jim Kuhn, Chair (Associate Director, Library Division & Hobby Foundation Librarian)
- Amy Armstrong (Ransom Center Manager for Archives Cataloging, Description and Access)
- Leah Bush (Human Resources Coordinator)
- Eric Colleary (Cline Curator of Theatre & Performing Arts)
- Andi Gustavson (Head of Fellowship and Instructional Services)

Webinar Features

- Audio and video muted for all participants
- Chat is disabled
- Q & A enabled with questions viewable only by panelists
- Participant list viewable only by panelists
- This webinar is being recorded to share with other prospective applicants and will be hosted on our website.

AT A GLANCE 2018–2019



VISITORS

60,090

Total visitors

44,719

Exhibition attendance

8,241

Students visiting with classes

4,791

Researcher visits



2,339

Program attendance



RESEARCH AND CONSERVATION

37 countries

Researchers' geographic origins



53

Research fellowships awarded

3,691

Collection items conserved



ONLINE PRESENCE



134,881

Online digital collection items

ONE MILLION,
TWENTY-TWO
THOUSAND, AND
FOUR HUNDRED
SEVENTY-FIVE
Unique website
visitors

159,012

Social media
followers



FUNDRAISING AND MEMBERSHIP

\$2,629,668 Funds raised

1,070 Members

AT A GLANCE 2019–2020



VISITORS

32,44

Total visitors

23,124

Exhibition attendance

5,838

Students visiting with classes

1,899

Researcher visits



1,587

Program attendance



RESEARCH AND CONSERVATION

40 U.S. states &
18 countries

Researchers' geographic origins



55

Research fellowships awarded

6,637

Collection items treated by conservators

2,445

Sound and moving image recordings digitized



ONLINE PRESENCE



142,452

Online digital collection items

TWO MILLION, ONE HUNDRED TWENTY-ONE THOUSAND, AND THREE HUNDRED THIRTY-EIGHT

Website pageviews

160,612

Social media followers



FUNDRAISING AND MEMBERSHIP

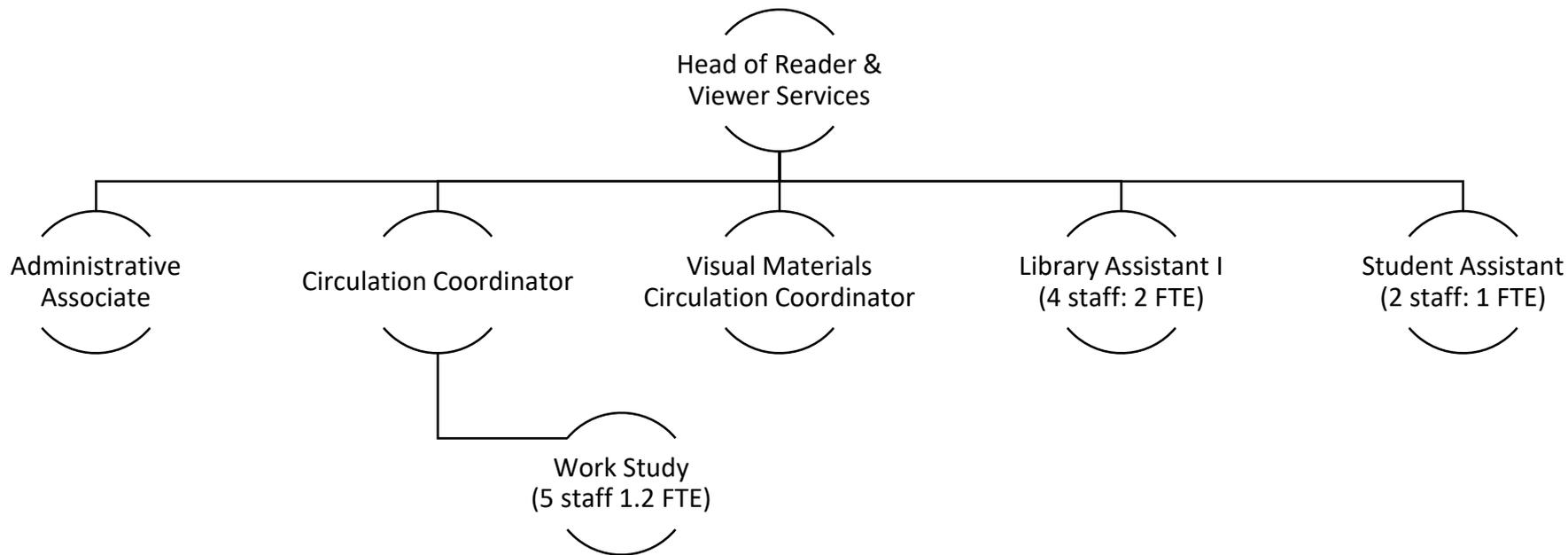
\$683,237 Funds raised

834 Members

Additional Statistics

- About 4,500+ researcher visits annually (75%+ non-UT affiliates)
- About 15,000+ remote reference queries & ca. 30,000+ images provided annually for research and publication
- About 400 classes / 8,000 students annually

Reader & Viewer Services Team



Head of Reader & Viewer Services

POSITION HIGHLIGHTS:

- Reporting to the Associate Director (Library Division), works collaboratively with two additional public services leadership team members:
 - Head of Research & Reference Services
 - Head of Fellowship & Instructional Services
- Provides leadership, supervision, and management of daily operations of the Reading & Viewing Room
- Cultivates an inclusive and welcoming atmosphere for researchers across disciplines and with various research competencies
- Develops policies and procedures to ensure the unit meets its strategic goals

Strategic Plan (2018) & Diversity Action Plan (2020)

- [Mission & Values](#), and [both plans](#) available on the website
- Two examples related to Reader & Viewer Services:
 - SP – Strategy 2A: Adopt forward-facing and innovative approaches to support research with rare and unique primary source materials.
 - DAP – Services Action 2: Review and consider revising access policies to reduce barriers for access to the collections.

Compensation & UT Benefits

- Posted salary of \$57,500+ including a relocation reimbursement allowance.
- The university offers a competitive benefits package including insurance coverage and retirement benefits in addition to other programs and services. Read more about [Prospective Employee Benefits](#).
- The university offers an average of 14 paid holidays annually, as well as vacation and sick time accruals monthly.
- After one year of service, employees are able to take advantage of the Staff Tuition Assistance Program, which covers the cost of one undergraduate or graduate course per semester.
- Staff IDs provide free access to all CapMetro transit services.

Other Benefits & Staff Activities

- Active Harry Ransom Center committees include the Diversity & Inclusion Committee, the PEER staff engagement committee, the Health & Safety Reopening Committee
- Active campus-wide cross-institutional library and archive communities, a UT Staff Council
- Professional development opportunities provided and encouraged

Search Timeline

- Position posted October 13, 2021 and open until filled
- Applications submitted by November 12, 2021 will receive first consideration
- All interviews will be conducted virtually
- Preliminary zoom interviews to be scheduled in November
- Finalist interviews to be scheduled in December
- Earliest possible start date: Monday January 3, 2022
- Actual start date negotiable

Questions?

Contact:

- Leah Bush, Human Resources Coordinator
 - (512) 571-4957
 - Leah.Bush@austin.utexas.edu
- Jim Kuhn, Associate Director (Library Division):
 - (512) 471-4458
 - Jim.Kuhn@austin.utexas.edu

Job posting:

- <https://hrc.utexas.edu/jobs>