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**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total visitors</td>
<td>60,090</td>
</tr>
<tr>
<td>Exhibition attendance</td>
<td>44,719</td>
</tr>
<tr>
<td>Students visiting with classes</td>
<td>8,241</td>
</tr>
<tr>
<td>Researcher visits</td>
<td>4,791</td>
</tr>
<tr>
<td>Program attendance</td>
<td>2,339</td>
</tr>
</tbody>
</table>

**RESEARCH AND CONSERVATION**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Researchers' geographic origins</td>
<td>37 countries</td>
</tr>
<tr>
<td>Research fellowships awarded</td>
<td>53</td>
</tr>
<tr>
<td>Collection items conserved</td>
<td>3,691</td>
</tr>
</tbody>
</table>

**ONLINE PRESENCE**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Online digital collection items</td>
<td>134,881</td>
</tr>
<tr>
<td>One million, two hundred and seventy-five thousand unique website visitors</td>
<td>159,012</td>
</tr>
</tbody>
</table>

**FUNDRAISING AND MEMBERSHIP**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds raised</td>
<td>$2,629,668</td>
</tr>
<tr>
<td>Members</td>
<td>1,070</td>
</tr>
</tbody>
</table>

---

Annual Report, 2018-19
# 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

## Fundraising and Membership
- **$683,237** Funds raised
- **834** Members

---

Annual Report, 2019-20
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
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

- 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