

# MLIS Skills at Work

A Snapshot of Job Postings  
Spring 2026

**SJSU** | SCHOOL OF  
INFORMATION

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# Introduction

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The San José State University School of Information MLIS Skills at Work report is an annual snapshot analysis of the latest career trends for information professionals.

Data were collected between February and May 2026 through a survey of recent job announcements for library and information science (LIS) professionals, sourced from both LIS-specific and general job search sites.

In our analysis, we identify the job duties, qualifications and trends that can help LIS professionals and students prepare to engage in the LIS market, as either job candidates or hiring decision-makers.

# Audience

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## Future Students

exploring LIS  
career paths

## Current Students

planning coursework to develop  
in-demand skills

## Practitioners

looking to expand  
career options

## Information Center Leaders

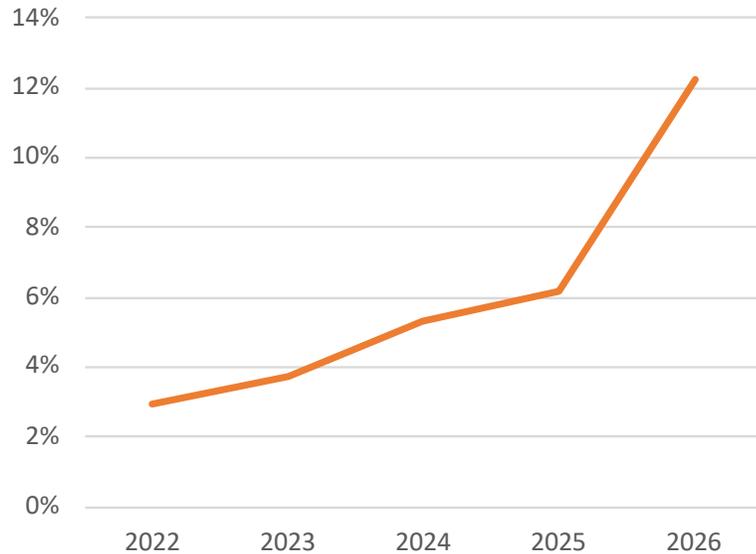
creating and recruiting for  
tomorrow's jobs

## Educators

preparing students for  
successful,  
resilient careers

# AI skills are in demand in all LIS disciplines

AI skills called for in job posts,  
2022-2026



Rising demand for AI skills (2022–2025) has reshaped expectations: by 2026, they are shifting from ‘nice to have’ to ‘expected’ in many LIS roles, as AI tools are rapidly integrated into workflows.

AI-powered search and retrieval is transforming search, catalogs have become discovery systems newly equipped with semantic and content-aware "intelligent" search. Impact on **Collection, Acquisitions & Circulation** and **Cataloging & Metadata, Information Systems & Technology** roles.

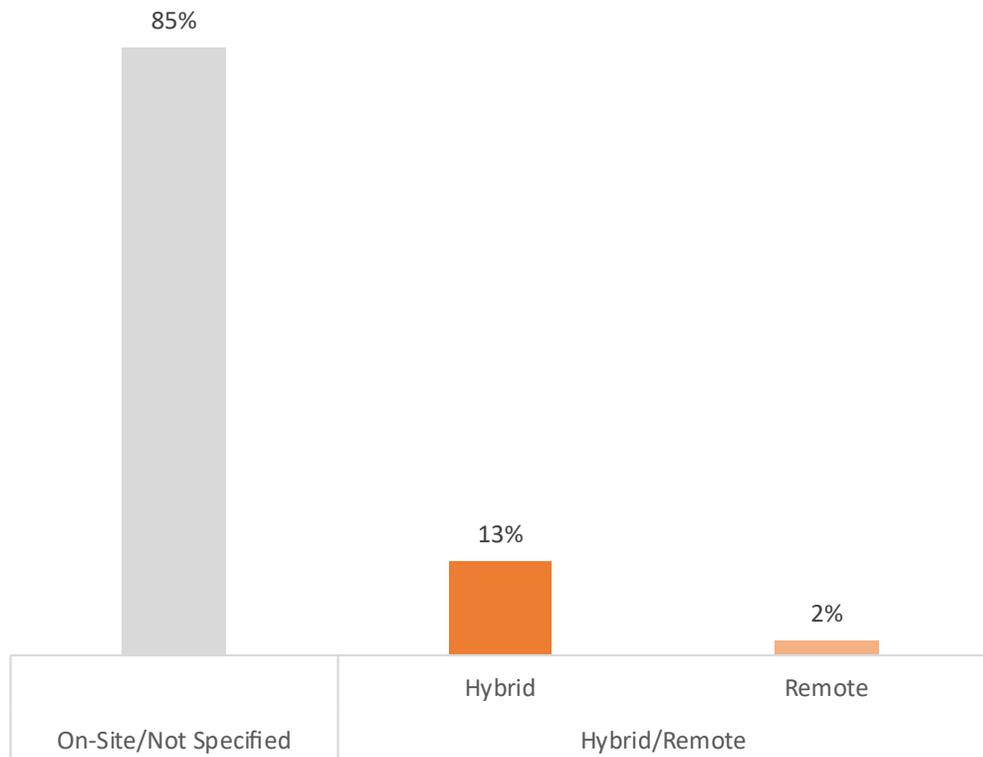
Evolving key skills include prompt engineering for research queries and evaluating AI outputs for accuracy, bias, and hallucination. Assisting users now includes guidance, validation, and enhanced research skills. Impact on **Reference & Research** and **Outreach, Programming & Instruction** roles.

AI assists in maintaining collections, enhancing OCR + document digitization workflows, providing audio/visual archive transcription, and assisting with data cleaning and normalization to make backlogs of unprocessed archival material searchable. Impact on **Archives, Preservation & Special Collections** and **Digital Initiatives, Integration & Management** roles.

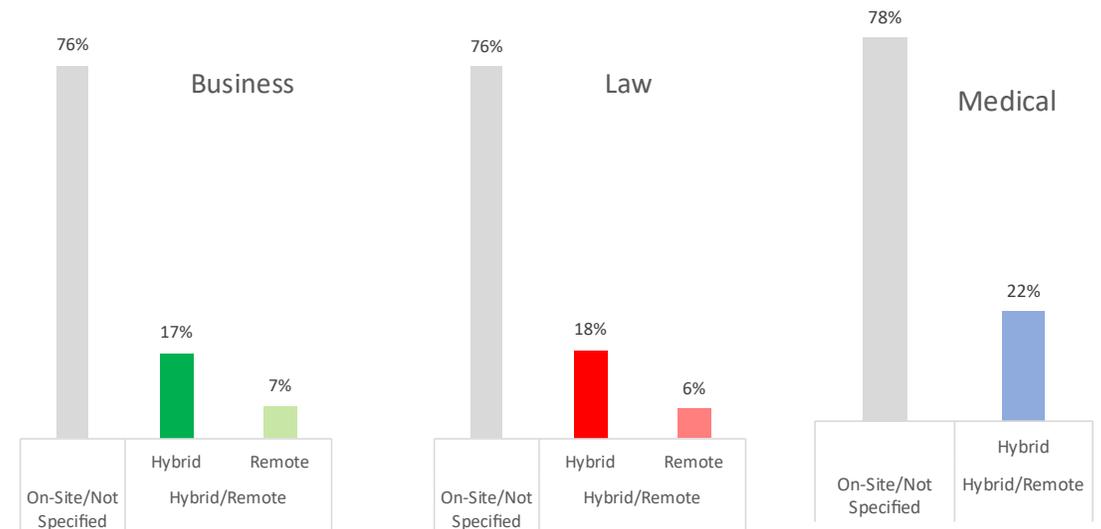
Tasks now involve AI ethics, governance, and information integrity. AI system bias, information provenance and trust, copyright and AI-generated content, and data privacy – all requiring integrated management. Impact on **Information Management, Data Management & Analysis** and **Leadership, Management & Administration** roles.

# Workplace flexibility declines

In 2026, **hybrid/remote job opportunities** fell to 15% of job posts.



More than one in five jobs in **Business**, **Law**, and **Medical** fields permitted hybrid/remote. The average for all organization types was down from 22% in 2025.



Hybrid/remote opportunities by organization type, 2026

# Equal Opportunity remains the goal

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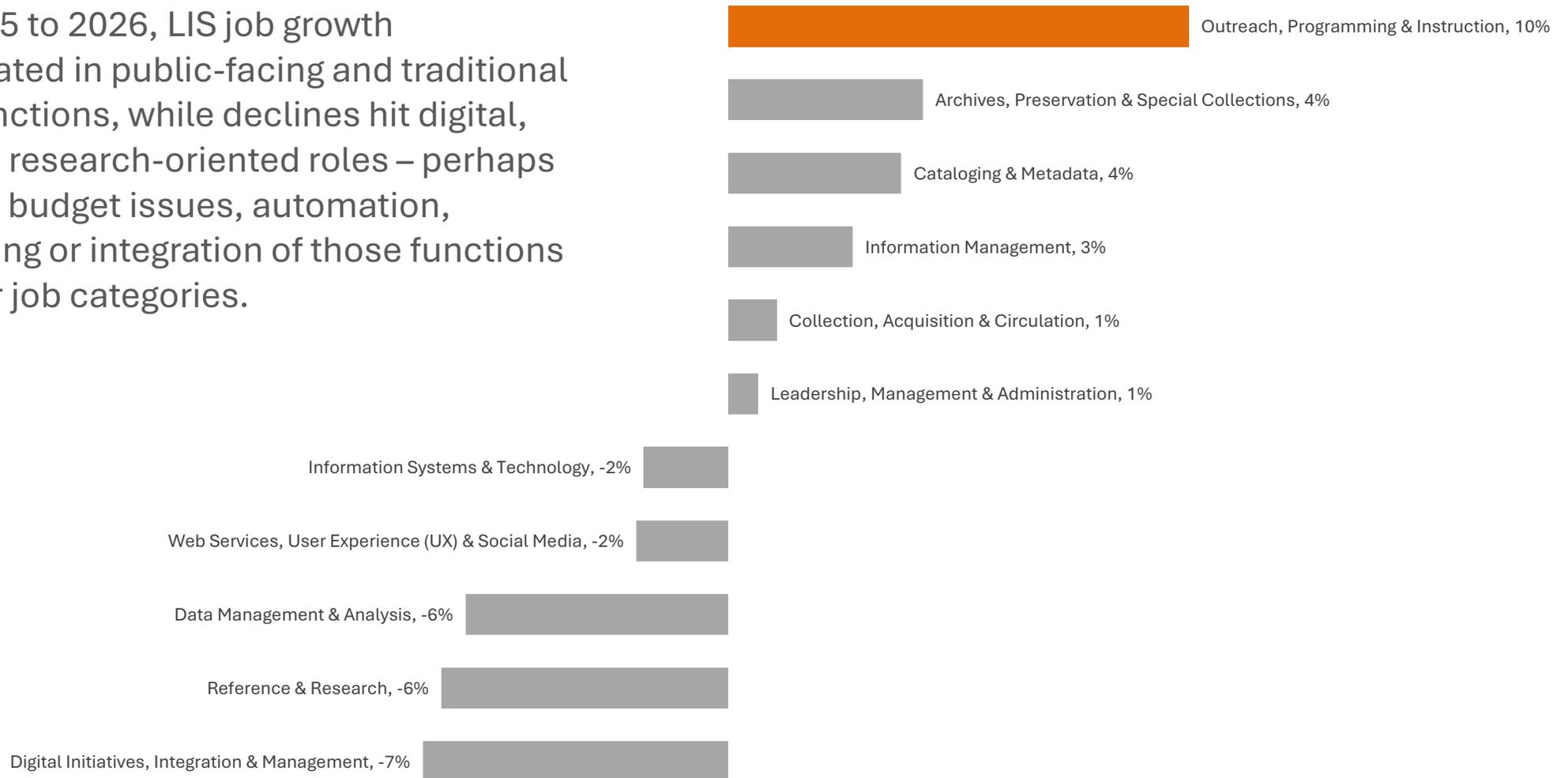
Academic and public libraries lead in advertising for workers who share the goal of creating a more representative and responsive workforce. Statements regarding diversity, equity and inclusion occur in 57% of job announcements; these values also appear in the list of duties in 15% of job posts.

Despite widespread inclusion of DEIA language in job postings, efforts to advance diversity, equity, inclusion, and access in hiring face significant challenges, and meaningful structural change in the workplace remains uncertain.

# Outreach, Programming & Instruction continues to grow

Change in Job Postings by Category, 2025-2026

From 2025 to 2026, LIS job growth concentrated in public-facing and traditional library functions, while declines hit digital, data, and research-oriented roles – perhaps reflecting budget issues, automation, outsourcing or integration of those functions into other job categories.



# Data Analysis & Presentation

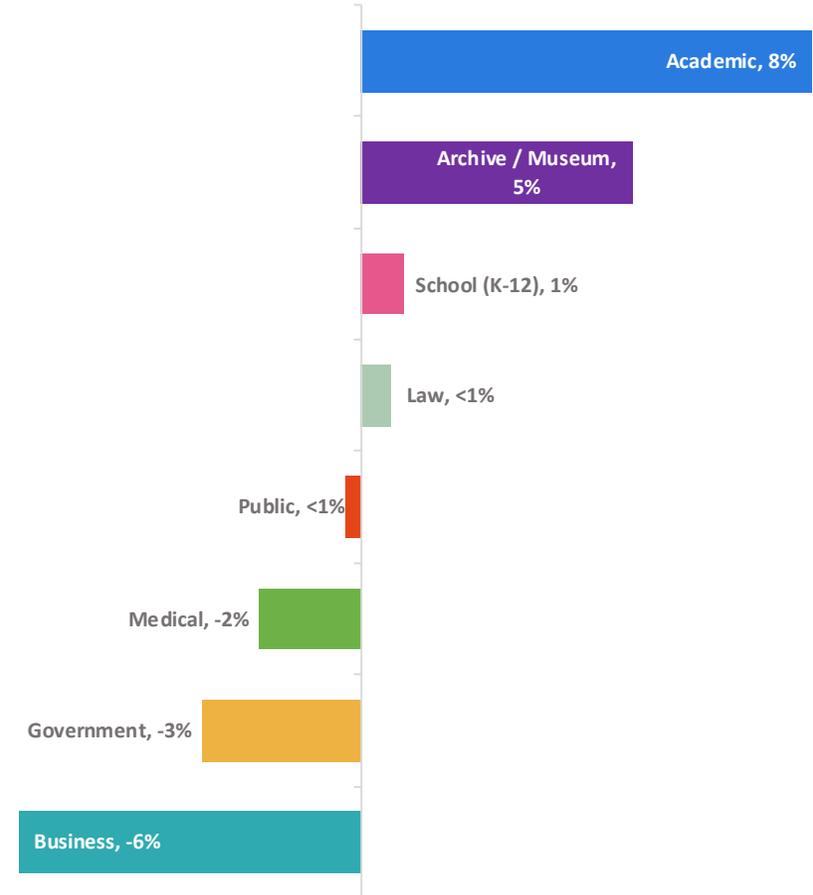
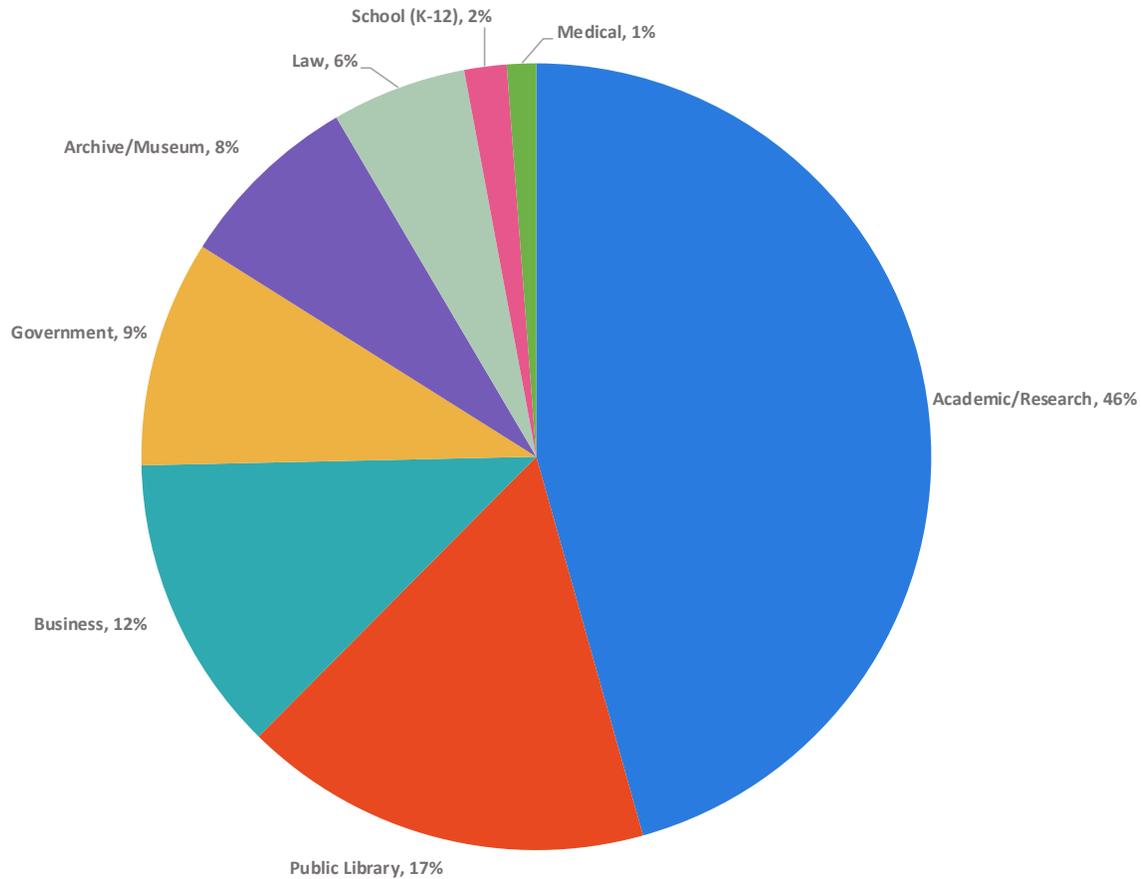
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# Types of Employing Organizations

**Academic/research** organizations and **public libraries** comprise 62% of all job posts.

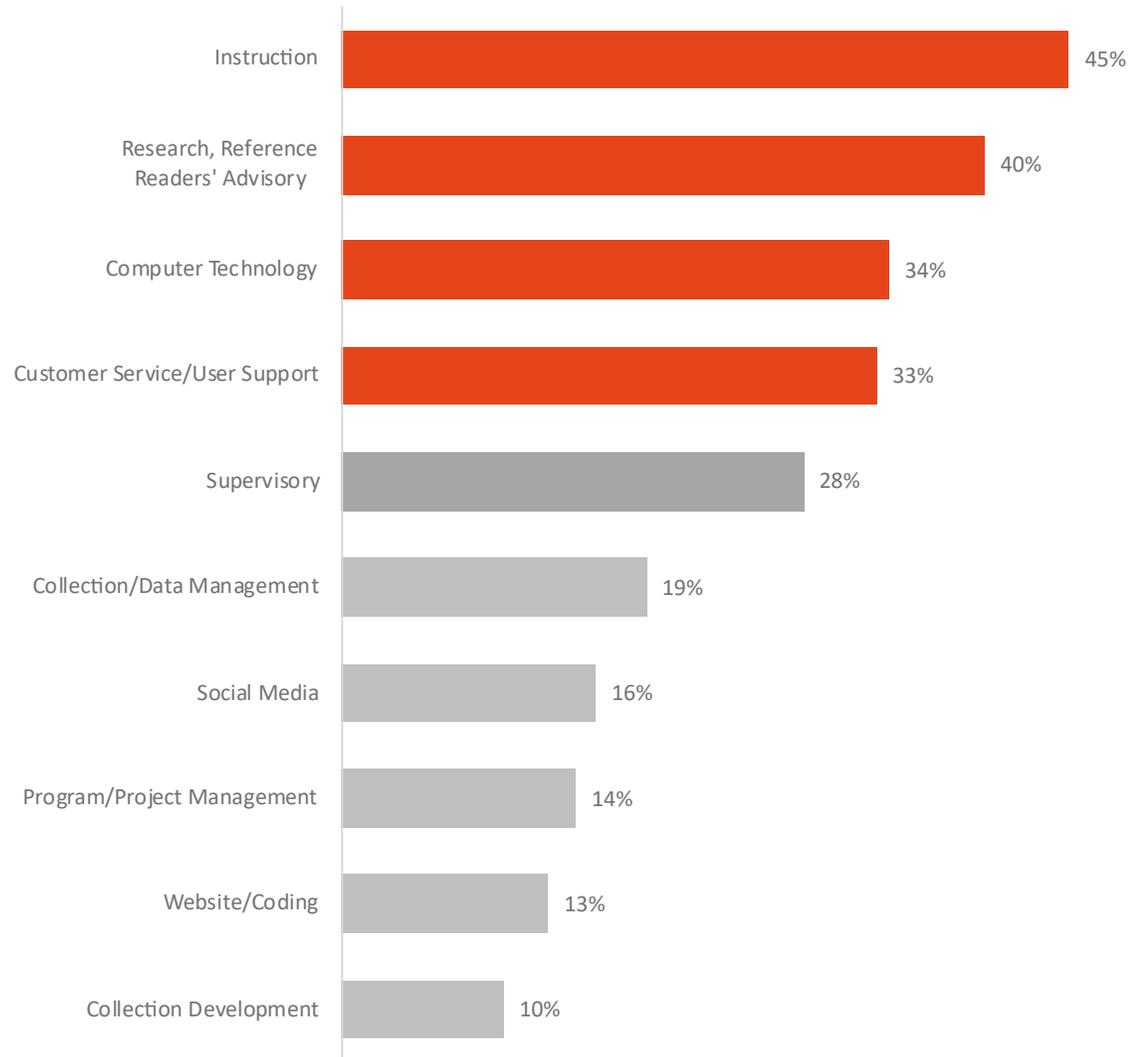
2025-2026 change in jobs by organization type.



(Percentage increase or decrease out of total jobs.)

# LIS Skills in Demand

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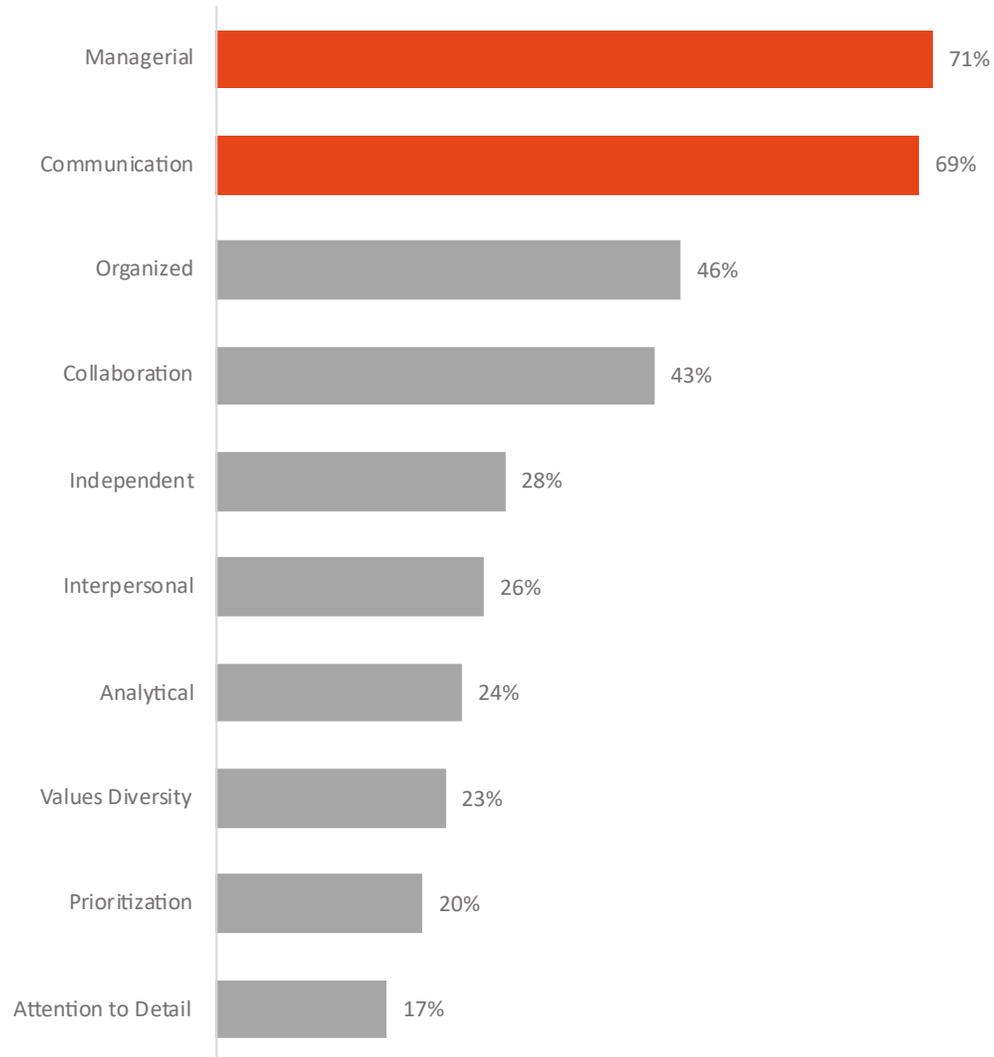
**The most requested skills focus on teaching and research support.**

Employers are hiring people who can teach users how to find and use accurate information and who can provide research guidance. They also expect information professionals to be tech-comfortable (with databases, systems, digital tools) and ready to provide direct support to users.

**The MLIS role is a hybrid one: part educator, part tech support, part service provider.**

# Soft Skills in Demand

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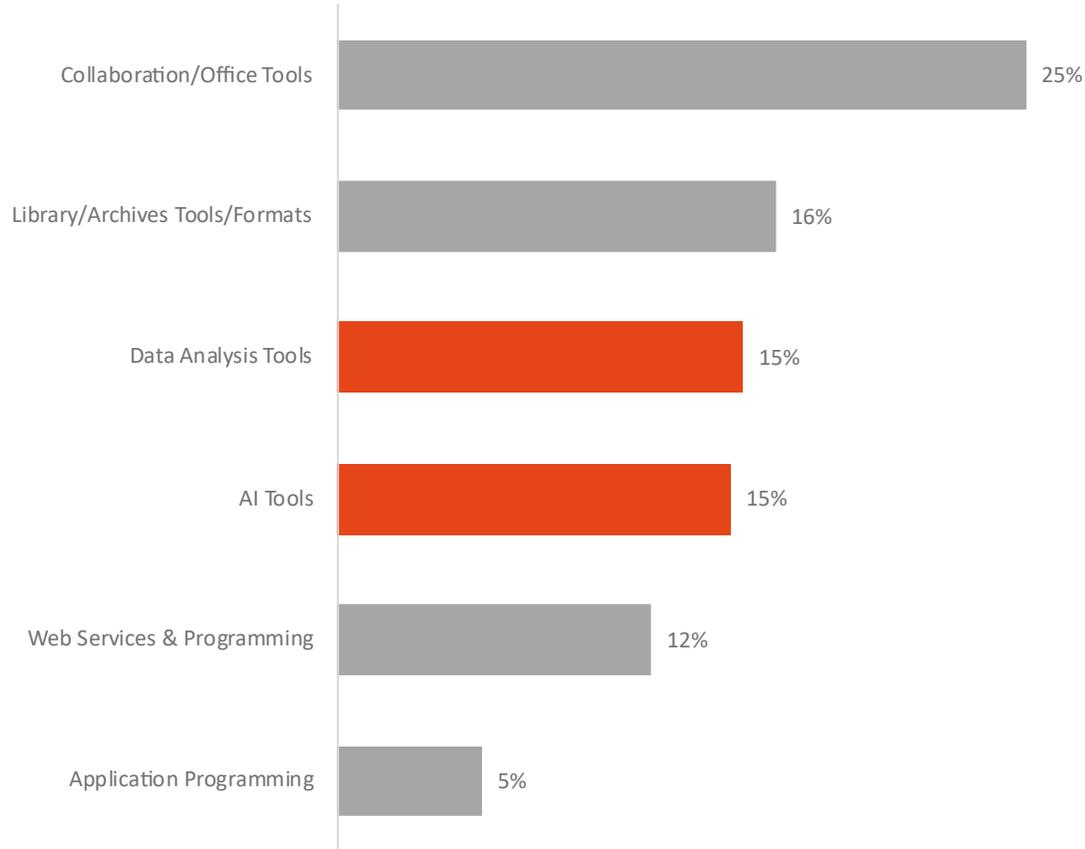
**Managerial and communication skills are the top soft skills employers seek.**

The MLIS leads projects and teams, teaches and presents, manages teams, tasks and workflows, and works across teams and with diverse stakeholders.

**Action item:** *Seek out opportunities to demonstrate your skills in presentations and group projects.*

# Technology Skills in Demand

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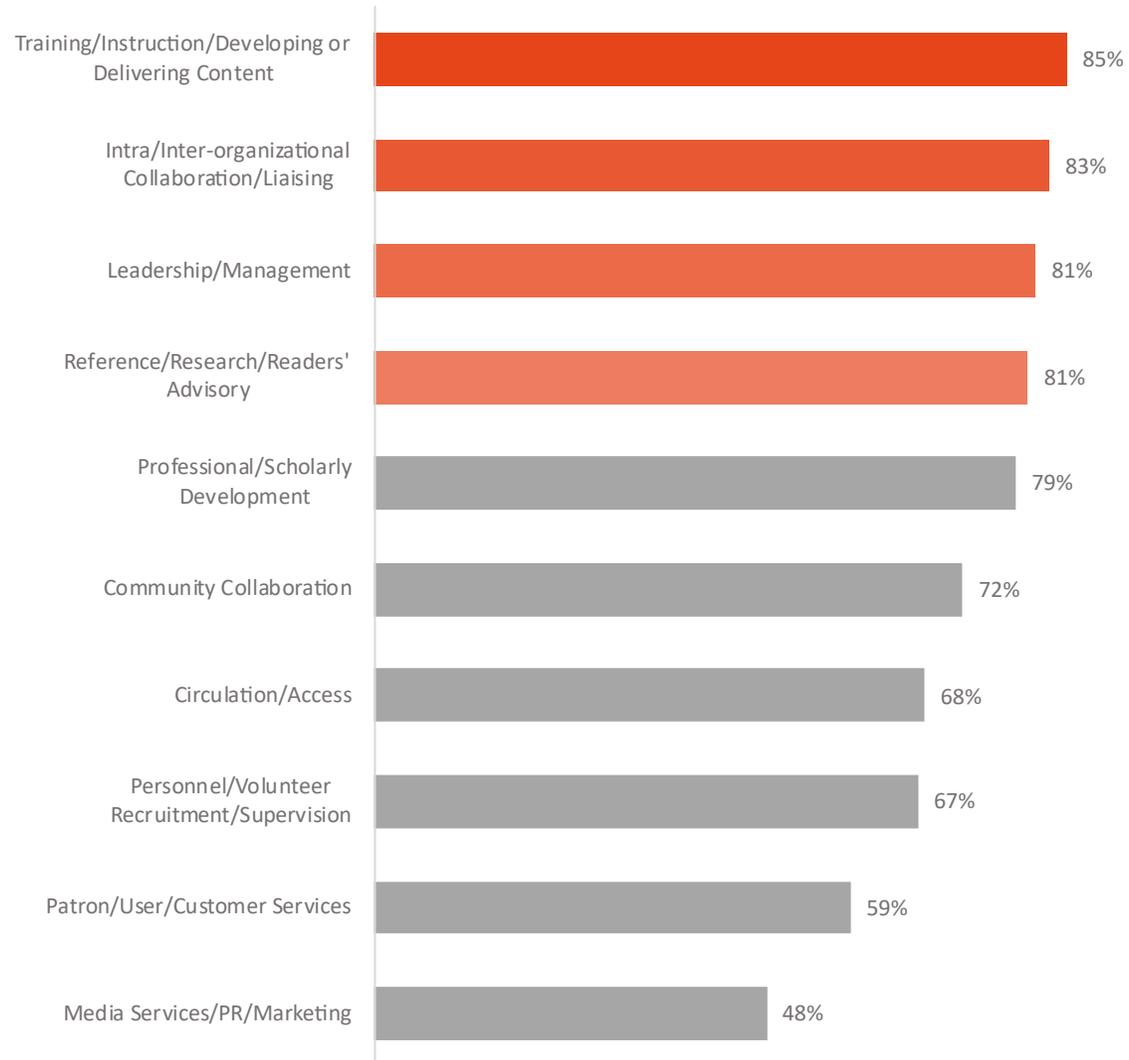
## The LIS toolbox grows larger.

While common office tools and library systems continue to be top expectations, AI tools and data analysis are mentioned in a small but growing number of job posts across job types.

**Action item:** Be prepared to learn new skills to keep pace with emerging technologies and their integration into workflows.

# Job Duties Listed Most Frequently

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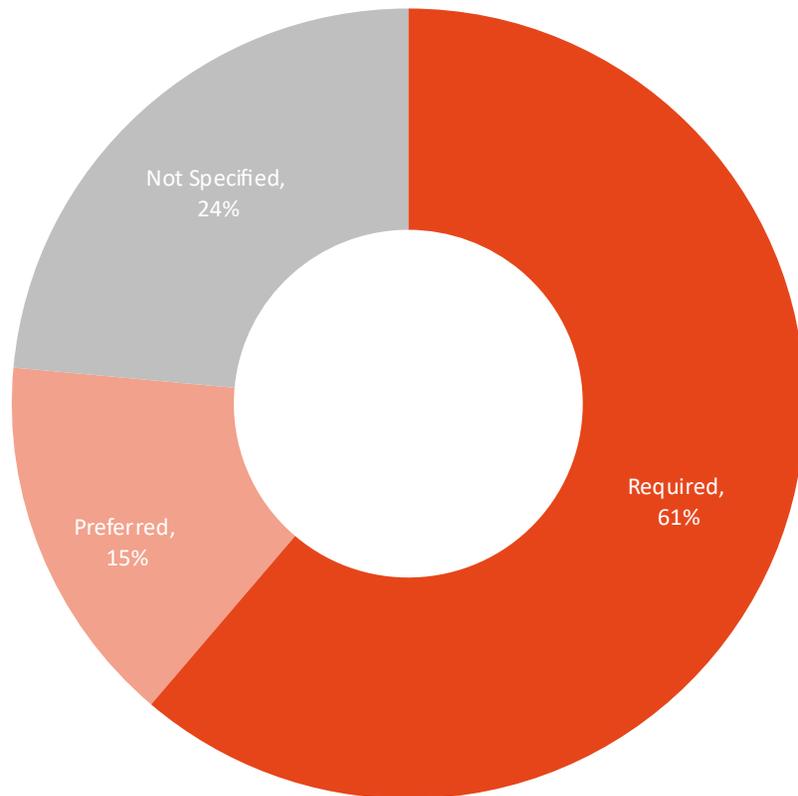


**Training, instruction and content delivery are top duties.**

Job posts place strong emphasis on teaching, coordination, and leadership.

# MLIS Required or Preferred

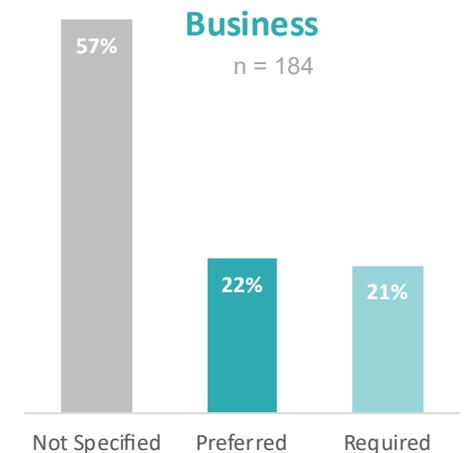
The MLIS degree is required or preferred in **76%** of all job posts.



Not surprisingly, **academic**, **law**, and **medical** positions require/prefer the MLIS most frequently.

But in the **business sector**, LIS skills are also sought, with **43%** of job posts referencing the MLIS degree.

LIS professionals have skills that businesses need: UX/UI design, business intelligence, social media, marketing, research, data analytics -- and the team skills of communication and project management that companies seek.



**Action item:** Be ready to showcase the applicability of your LIS skills to business needs.

# Job-Specific Experience Required or Preferred

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In **87%** of job announcements, employers are looking for candidates with experience.

But while employers may specify “x” years of experience, what they often want is to see that you can do the job. So, show your work! Publishing blogs/social media posts, code-sharing and creating dashboards, tutorials, and videos will showcase your expertise.

**Action item:** While pursuing your iSchool degree, an internship, volunteer work, or a side-gig will give you practical experience. Most job posts want evidence that you can do the work, so count your accomplishments.

	2025	2026	Change
Experience Required	79%	80%	+1%
Experience Preferred	6%	7%	+1%
Experience Not Required	15%	13%	-2%

# Experience Expectations by Job Category

Category	Typical Experience Band	Entry-Friendliness	Notes
Outreach, Programming & Instruction	~0–3 years	★★★★ High	Most flexible category; many postings list no experience or low thresholds. Wide spread up to senior roles, but core market is early-career. Strong growth area.
Collection, Acquisition & Circulation	~1–3 years	★★★★ High	Frequently unspecified or low experience. Some very short requirements (months). One of the most accessible entry points.
Reference & Research	~0–3 years	★★★★ High	Usually expects some experience but not deeply senior. Declining category overall, but still relatively accessible.
Cataloging & Metadata	~2–4 years	★★★ Moderate	More structured technical expectations. Often requires demonstrated experience with standards/tools. Less flexible than outreach.
Archives, Preservation & Special Collections	~2–5 years	★★★ Moderate	Wide ladder: entry-level to senior. More consistent requirements than outreach; mix of early and mid-career roles.
Data Management & Analysis	~2–4 years	★★★ Moderate	Mixed entry points, but many roles expect prior analytical or technical experience.
Web Services, UX & Social Media	~2–5 years	★★ Moderate–Low	Skews toward mid-career expectations. Hybrid skill demands (UX/tech/comms) raise experience thresholds.
Information Systems & Technology	~3–5 years	★★ Moderate–Low	Technical roles with clearer expectations. Less frequently entry-level unless broadly defined.
Information Management	~3–5 years	★★ Low–Moderate	Consistently mid-career. Requires judgment, coordination, and systems understanding. Not typically entry-level.
Digital Initiatives, Integration & Management	~3–7 years	★★ Low	Often senior or specialized. Experience tied to project/system implementation. Fewer true entry roles.
Leadership, Management & Administration	~5–10+ years	★ Low	Strongly senior-skewing. Most roles require substantial prior experience; entry-level postings are rare exceptions.

# Representative Job Titles, Duties and Skills

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Based on an analysis of job postings from the collected data, the following slides present specific job titles, duties and skills. These samples are categorized first by type of work activity or role and second by type of employing organization or environment.

Slides 21-31 present a detailed overview of library and information science (LIS)-related jobs based on the type of work activity or role performed. Slides 33-40 present the data based on the type of employer or employing organization.

# Representative Job Titles

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Library and Information Science (LIS)-related opportunities are found in many job posts that don't include the word "library" or "librarian." The following job titles reflect the diverse ways LIS knowledge is described.

ACADEMIC LEARNING COORDINATOR

ADULT SERVICES COORDINATOR

ARCHIVE TECHNICIAN

ARCHIVIST

ASSISTANT CURATOR FOR PHOTOGRAPHY

ASSOCIATE ARCHIVIST

AUDIOVISUAL ARCHIVIST

BRANCH MANAGER

CATALOGING SUPERVISOR

CHILDREN'S SERVICES MANAGER

COLLECTIONS ANALYST

COLLECTIONS SYSTEMS ADMINISTRATOR

CONSERVATOR

CONTENT DESIGNER

DATA COORDINATOR

DATA SPECIALIST

DIGITAL & AI SOLUTIONS MANAGER

DIGITAL ASSET MANAGEMENT LEAD

DIGITAL COMMUNICATIONS LEAD

DIGITAL CONTENT SPECIALIST

DIGITAL MARKETING MANAGER

DIGITAL PROJECT ASSISTANT

DIGITIZATION & COLLECTIONS SPECIALIST

DIRECTOR OF DIGITAL COLLECTIONS

DIRECTOR OF USER SERVICES

DOCUMENT MANAGEMENT SPECIALIST

ELECTRONIC RECORDS ARCHIVIST

ENGAGEMENT & OUTREACH MANAGER

HEAD OF ARCHIVAL PROCESSING

HEAD OF RESEARCH & INSTRUCTION

INFORMATION GOVERNANCE SENIOR ANALYST

KNOWLEDGE MANAGEMENT STRATEGIST

LEGAL RESEARCH SERVICES SPECIALIST

MANUSCRIPT CATALOGER

MEDIA SUPERVISOR

MULTIMEDIA SPECIALIST

ONLINE INSTRUCTIONAL DESIGNER

PROCESSING & METADATA ARCHIVIST

PROJECT ARCHIVIST

RECORDS & INFORMATION MANAGER

RECORDS MANAGER

RESEARCH DATA CURATOR

RESEARCH SERVICES MANAGER

RESEARCH, LEARNING & DATA  
COORDINATOR

SOCIAL MEDIA COORDINATOR

SPECIAL COLLECTIONS CONSERVATOR

TECHNICAL SERVICES SPECIALIST

USER EXPERIENCE RESEARCHER

WEB CONTENT MANAGER

WEB DESIGNER - UI/UX SPECIALIST

YOUTH SERVICES SUPERVISOR

# Job Data by Work Activity or Role

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	Slide
Archives, Preservation & Special Collections	<u><a href="#">21</a></u>
Cataloging & Metadata	<u><a href="#">22</a></u>
Collection, Acquisitions & Circulation	<u><a href="#">23</a></u>
Data Management & Analysis	<u><a href="#">24</a></u>
Digital Initiatives, Integration & Management	<u><a href="#">25</a></u>
Information Management	<u><a href="#">26</a></u>
Information Systems & Technology	<u><a href="#">27</a></u>
Leadership, Management & Administration	<u><a href="#">28</a></u>
Outreach, Programming & Instruction	<u><a href="#">29</a></u>
Reference & Research	<u><a href="#">30</a></u>
Web Services, User Experience (UX) & Social Media	<u><a href="#">31</a></u>

# Archives, Preservation & Special Collections

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ARCHIVE MEDIA SPECIALIST ARCHIVES CURATOR ARCHIVIST ARCHIVIST & SPECIAL COLLECTIONS LIBRARIAN ARCHIVIST FOR STUDENT SUCCESS & STRATEGIC ENGAGEMENT AUDIO DIGITIZATION & METADATA SPECIALIST	<p>Lead development of physical asset projects. Develop, implement, and execute processes enabling appraisal, acquisition, arrangement, description, and preservation of physical archive collections using best standards and practices. Lead efforts related to the procurement of new collections. Serve the community using expertise in reference, instruction, liaison, and professional duties in archives and special collections.</p>	<p>Experience processing archival collections in an academic or research setting. Familiarity with archival description tools and systems. Experience working with arts-related or culturally significant collections. Must also demonstrate strong written communication skills. Must also have strong organizational, planning and time management skills.</p>	MS Access/Office/Excel ArchivesSpace DACS EAD MARC Dublin Core Alma/Ex Libris/Primo CONTENTdm RDA Preservica HTML
COLLECTIONS ARCHIVIST COLLECTIONS MANAGER DIGITAL ARCHIVIST DIGITAL PROJECTS CURATOR DIGITAL STEWARDSHIP LIBRARIAN	<p>Maintain ArchivesSpace, including creation and management of accession records, resource records, and authority files. Arrange and describe archival collections in accordance with professional standards (DACS, EAD, MARC, LCSH). Ensure accuracy, consistency, and discoverability of descriptive metadata across platforms. Strengthen digital preservation programs by developing policies and workflows for born-digital materials, web archives, and digitized content.</p>	<p>Thorough knowledge of library and archival standards and vocabularies, including EAD, DACS and MARC. Demonstrated project management skills. Understanding of best practices in special collections and archives settings, including a thorough understanding of privacy, safe handling, confidentiality, copyright and use issues. Experience with ArchivesSpace or other archives collection management systems.</p>	LCSH XML Adobe Creative Cloud Digital Commons Islandora Python/R Omeka Google Workspace DSpace Zoom AACR2
DIRECTOR - ARCHIVES & SPECIAL COLLECTIONS ELECTRONIC RECORDS ARCHIVIST HEAD OF DIGITAL COLLECTIONS PROCESSING ARCHIVIST PROJECT ARCHIVIST RECORDS MANAGER REFERENCE ARCHIVIST	<p>Coordinate cross-departmental initiatives by aligning the priorities, workflows, and expertise of different units to deliver an integrated preservation-to-access pipeline. Provide training and communication through presentations, reports and hands-on workshops to library staff on born-digital processing and digital preservation practices, tools, and access workflows.</p>	<p>Familiarity with archival description standards such as DACS and metadata schemas such as EAD or Dublin Core. Experience creating finding aids and working with archival collections. Experience with digitization and digital preservation workflows; controlled vocabularies and authority files used in archival description.</p>	Archivematica LibGuides LCC FOLIO SharePoint Microsoft Power BI OAI-PMH

\*Sorted by frequency.

# Cataloging & Metadata

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
<p>AUTHORITY CONTROL &amp; BIBLIOGRAPHIC MAINTENANCE LIBRARIAN            CATALOGING LIBRARIAN            CATALOGING SUPERVISOR            CATALOGING/METADATA LIBRARIAN            CHILDREN’S SERVICES LIBRARIAN            COLLECTION &amp; SYSTEMS SERVICES LIBRARIAN            COLLECTIONS INFORMATION INTEGRATION SPECIALIST</p>	<p>Catalog library materials according to current standards and local practices. Maintain bibliographic records. Classify library materials, perform subject analysis and apply access points using controlled vocabularies, perform physical processing, keep database records accurate. Monitor and stay current with all major cataloging industry standards. Work with vendors to ensure bibliographic record accuracy and to resolve database and access issues.</p>	<p>Experience in cataloging, acquisitions, electronic resource management. Familiarity with Ex Libris ALMA, OCLC Connexion client and Collection Manager, Class Web, MarcEdit, and GOBI. Demonstrated ability to communicate with and train library staff of varying technical abilities to use the LSP and other technical services workflows. Experience managing acquisitions, including vendor relations, budgeting, resource negotiations, and procurement processes.</p>	<p>MS Access/Office/Excel            MARC            RDA            LCSH            Alma/Ex Libris/Primo            LCC            AACR2            Dublin Core            Python/R            ArchivesSpace            EAD            HTML/CSS</p>
<p>COORDINATOR - RESERVES &amp; CATALOGING            INDEXER-METADATA LIBRARIAN            LIBRARIAN            LIBRARIAN &amp; REGISTRAR            LIBRARIAN - CATALOGER/METADATA            LIBRARY &amp; ARCHIVES            PARAPROFESSIONAL            LIBRARY TECHNICAL SERVICES MANAGER</p>	<p>Catalog and maintain electronic resources such as e-books, online databases, digital magazines, and audiovisual materials. Ensure seamless integration of electronic resources into the library's catalog and website. Implement authority control procedures. Collaborate with library staff to resolve discrepancies and enhance quality of bibliographic data. Assist patrons and staff in locating materials through effective search strategies and troubleshooting.</p>	<p>Knowledge of word processing, spreadsheet, and database applications; automated library systems; basic metadata schemas, digital collection management software, security, and public safety issues. Excellent interpersonal, customer service, presentation, and research skills. Strong communication skills. Ability to multitask and work cooperatively. Ability to use basic print, electronic reference tools.</p>	<p>DACS            Sierra            AWS            EZproxy            JSON            LibGuides            XML            Adobe Creative Cloud            Azure            Digital Commons</p>
<p>METADATA LIBRARIAN            METADATA SPECIALIST            SCHOLARLY COMMUNICATIONS LIBRARIAN            TECHNICAL SERVICES LIBRARIAN            TECHNICAL SERVICES SPECIALIST            TECHNOLOGY LIBRARIAN</p>	<p>Manage creation, maintenance, and enhancement of metadata across multiple discovery platforms and library systems using applicable tools for manipulating data (MarcEdit, Open Refine, Alma normalization rules, XML). Compile and analyze cataloging data for reporting to internal and external agencies.</p>	<p>Knowledge of policies, procedures for library access services and operations, including circulation, course reserves, interlibrary loan, collection management, stacks maintenance, and security of buildings, materials. Knowledge of statistics, spreadsheets, and data analysis. Fluent in use of integrated library systems, ability to master new technologies quickly.</p>	<p>FOLIO            Google Workspace            Koha            Microsoft Power BI            OAI-PMH            Canvas            Millennium</p>

\*Sorted by frequency.

# Collection, Acquisitions & Circulation

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
<p>ACCESS SERVICES LIBRARIAN            ACCESS SERVICES MANAGER            ACQUISITIONS ARCHIVIST            CIRCULATION &amp; RESERVES SUPERVISOR            COLLECTION DEVELOPMENT LIBRARIAN            COLLECTIONS MANAGER            CONTINUING RESOURCES LIBRARIAN            ELECTRONIC RESOURCES LIBRARIAN            HEAD OF ACCESS &amp; CIRCULATION            HEAD OF ACCESS SERVICES            HEAD OF ACQUISITIONS            LIBRARY BRANCHES STACKS &amp; MATERIALS COORDINATOR            LIBRARIAN            PATRON RESOURCE COORDINATOR            LIBRARY MANAGER            PATRON ENGAGEMENT SPECIALIST            WEB &amp; ELECTRONIC RESOURCES LIBRARIAN            RESOURCE SHARING LIBRARIAN            SENIOR CIRCULATION MANAGER            USER SERVICES LIBRARIAN</p>	<p>Responsible for planning, coordination, and administration of the Access Services Department, which includes circulation; resource sharing services including interlibrary loan and document delivery; course reserves; web-based services; stacks maintenance, collection inventory, and use of meeting facilities. Plan and supervise the orientation and in-service training of personnel, hold staff meetings to ensure consistent delivery of library access services.</p>	<p>Experience in cataloging, acquisitions, electronic resource management, or a related field in an academic library setting. Familiarity with Ex Libris ALMA, OCLC Connexion client and Collection Manager, Class Web, MarcEdit, and GOBI. Demonstrated ability to train library staff to use the LSP and other technical services workflows. Experience managing acquisitions, including vendor relations, budgeting, resource negotiations, and procurement processes.</p>	<p>MS Access/Office/Excel            Alma/Ex Libris/Primo            FOLIO            HTML/CSS            EZproxy            MARC            Microsoft Power BI            LibGuides            SharePoint            Google Workspace            LCC            SQL</p>
	<p>Serve the community using expertise in reference, instruction, liaison, and professional duties. Actively solicit, create and teach library instruction to support the curriculum and students in both traditional and online formats. Recommend policy and procedure changes as it deals with the library, instruction, reference, liaising, and services.</p>	<p>Knowledge of word processing, spreadsheet, and database applications. Knowledge of basic metadata schemas, digital collection management software, security, and public safety issues. Ability to use basic print and electronic reference tools.</p>	<p>Adobe Creative Cloud            ArchivesSpace            Google Analytics            Koha            Python/R            Sierra            AACR2            Blackboard            Canvas            Digital Commons</p>
	<p>Supervise the collection strategies and collection maintenance units. Oversee assessment program to evaluate print and electronic resources, provide statistical analysis, and reports. Participate in the overall management of physical collections.</p>	<p>A passion for working with students and creating community. Fluent in use of integrated library systems, and the ability to master new technologies quickly. Ability to retrieve and analyze data, assess operations and services, and implement improvements.</p>	<p>Omeka            Preservica            RDA            ServiceNow AI            Tableau            XML            Zoom</p>

\*Sorted by frequency.

# Data Management & Analysis

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
BUSINESS INTELLIGENCE ANALYST CONTENT DATA SUPPORT SPECIALIST DATA ANALYST DATA COORDINATOR DATA LIFECYCLE SPECIALIST DATA MANAGEMENT COORDINATOR DIGITAL SCHOLARSHIP LIBRARIAN GIS WEB SPECIALIST LEAD DATA STEWARD	Provide instruction, workshops, outreach, and individualized research support for faculty, researchers, and graduate students. Develops and delivers training on data curation, provides guidance and instruction on discovery, acquisition, and use of research data. Works with researchers, including faculty, graduate and post-doc students, academic and administrative units, and research centers to enable best practices management of their archive and share their research data.	Familiarity with authentication and access technologies, including single sign-on (SSO) and Open Athens. Working knowledge of APIs, system integrations, and data exchange processes. Strong commitment to staying current with emerging trends and best practices in data management and research data services. Strong project management skills, with a high level of initiative and attention to detail. Demonstrated problem-solving abilities, including identifying issues, analyzing root causes, and delivering effective solutions.	MS Office/Access/Excel SQL Python/R Microsoft Power BI Tableau Azure ArcGIS AWS HTML Linux SPSS
LIBRARY TECHNOLOGY & SYSTEMS ARCHITECT MANAGER, ENTERPRISE DATA GOVERNANCE MASTER DATA GOVERNANCE LEAD MASTER DATA MANAGEMENT SPECIALIST RESEARCH & DATA CONSULTANT RESEARCH DATA CURATOR RESEARCH DATA LIBRARIAN	Provide expert consultations and deliver training sessions on research data management topics to guide university researchers. Assist faculty and researchers in creating and reviewing Data Management Plans (DMPs) for grant proposals. Collaborate with faculty, staff, students to ingest, curate, manage research datasets within the repository.	Demonstrated knowledge of data curation best practices (FAIR and CARE principles). Research data management support in a library setting. Experience managing content in or working with digital repositories. Familiarity with copyright, licensing, and publication of intellectual work. Strong communication and interpersonal skills. Experience with scholarly publishing, providing instruction. Technical skills in scripting, data wrangling, digital preservation tools.	Bash/Shell CSS Digital Commons Google Cloud Java SAS DSpace Git Google Analytics Google Workspace Islandora
RESEARCH DATA MANAGEMENT LIBRARIAN SCHOLARLY COMMUNICATIONS / DATA MANAGEMENT LIBRARIAN SCHOLARLY COMMUNICATIONS LIBRARIAN SYSTEMS & DATA RESEARCH LIBRARIAN	Provide research assistance and consultation on business and economics research, data discovery, management, and visualization. Expand Libraries-based Research Data Management program, providing data management plan consultations and support for data curation and sharing.	Knowledge of the research data lifecycle, research data management and sharing standards and best practices, including FAIR principles and ethical data practices. Strong organizational, project, and time management skills to lead or coordinate multiple projects. Ability to work flexibly, effectively in groups.	JavaScript PHP Stata Zoom Zotero

\*Sorted by frequency.

# Digital Initiatives, Integration & Management

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
DATA SPECIALIST DIGITAL ASSET COORDINATOR DIGITAL ASSET MANAGEMENT SOLUTIONS ARCHITECT DIGITAL ASSET MANAGEMENT LIBRARIAN DIGITAL ASSET MANAGEMENT SYSTEM MANAGER DIGITAL ASSET COORDINATOR DIGITAL ASSET MANAGER	<p>Own the DAM system across digital-first channels including eCommerce and marketing. Develop, enforce asset taxonomy, metadata tagging, versioning protocols, usage rights documentation, licensing. Oversee ingestion, organization, lifecycle management of assets. Provide DAM user training and troubleshooting support. Collaborate with IT and vendors to optimize DAM functionality and user experience. Recommend workflows to reduce bottlenecks, increase digital speed-to-market.</p>	<p>Experience with web technologies, including Java Script, HTML, CSS, and scripting languages such as Python, Ruby, or PHP. Familiarity with digital repository and asset management platforms (Hyrax, Islandora, Samvera, Fedora, DSpace).</p>	MS Office/Access/Excel Adobe Creative Cloud Git JSON MARC Dublin Core XML SQL Alma/Ex Libris/Primo EAD HTML/CSS
DIGITAL ASSOCIATE ARCHIVIST DIGITAL CURATION LIBRARIAN DIGITAL PROJECTS COORDINATOR DIGITAL SERVICES LIBRARIAN DIRECTOR, DIGITAL COLLECTIONS OPERATIONS LIBRARY WEB SERVICES & TECHNOLOGY MANAGER PRODUCT MANAGER, METADATA REPOSITORY APPLICATIONS LIBRARIAN	<p>Design, implement, and maintain digital repositories, asset management systems, and digital collection features. Collaborate with archivists, librarians, faculty, IT, curators, and collection owners to define requirements, streamline workflows, and support access to unique and underrepresented collections. Participate in initiatives and working groups advancing digital libraries, open access, and digital preservation.</p>	<p>Experience with web technologies, including JavaScript, HTML, CSS, and scripting languages such as Python, Ruby, or PHP. Familiarity with digital repository and asset management platforms (Hyrax, Islandora, Samvera, Fedora, DSpace). Knowledge of metadata standards and linked data technologies (e.g., Dublin Core, MODS, METS, EAD, RDF, SPARQL, JSON-LD).</p>	Python/R Archivematica DSpace Docker Islandora Java PHP JavaScript LCSH Microsoft Power BI OCLC
RESEARCH & ARCHIVAL CONTENT SPECIALIST SENIOR MANAGER, WORKFLOW TECHNOLOGIST SUPERVISORY DIGITAL COLLECTIONS SPECIALIST VISUAL RESOURCES CURATOR	<p>Ensure records are made appropriately available to meet the information and learning needs of staff. Introduce new staff to records management responsibilities. Keep abreast of developments in use of emerging technologies, including artificial intelligence, and their application to knowledge, records and information management.</p>	<p>Strong knowledge of asset governance and metadata structure for digital environments. Experience with DAM platforms, able to write training materials, meet and share best practices with cross functional teams. Solid understanding of web-ready asset formats, digital usage rights, and version control. Understanding of Creative Suite a plus.</p>	Preservica Slack Tableau Zoom

\*Sorted by frequency.

# Information Management

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
DATA COORDINATOR DIGITAL SUPPORT SPECIALIST DIRECTOR OF KNOWLEDGE MANAGEMENT & PRACTICE INNOVATION DIRECTOR OF KNOWLEDGE, RECORDS, & INFORMATION MANAGEMENT DIRECTOR, CONTENT STRATEGIST DOCUMENT MANAGEMENT SPECIALIST	Manage information assets across lifecycle with focus on accessibility, inclusion, risk mitigation, and operational efficiency. Leverage AI and emerging technologies to improve knowledge and records management. Lead organizational change in data culture. Foster collaboration with knowledge creators to define business processes, policies, procedures ensuring key knowledge is efficiently captured, safely stored. Document information flows, collaborate on processes, contribute to data-driven decision-making and purposeful change.	Experience writing and providing reports, budgets, and time estimates for upper management and stakeholders. Strong understanding of governance, risk, and compliance practices to meet policy and regulatory compliance, as well as managing risks. The ability to quickly learn new technologies tools and processes. Experience with records management applications and/or Trimble software.	MS Access/Office/Excel SharePoint Adobe Creative Cloud HTML Google Workspace R Salesforce Zoom Microsoft Power BI SQL
INFORMATION GOVERNANCE SENIOR ANALYST KNOWLEDGE MANAGEMENT SPECIALIST KNOWLEDGE MANAGEMENT STRATEGIST KNOWLEDGE MANAGER INFORMATION GOVERNANCE MANAGER PRACTICE LIAISON RESEARCH MANAGER PUBLIC RECORDS ANALYST	Collaborate with practice innovation and knowledge attorneys and the practice management department to advance the firm’s knowledge and experience management objectives, including with respect to the use of AI. Support the deployment and adoption of KM tools and technologies across legal departments and practice groups; provide training/assistance to attorneys and practice support professionals.	Experience in records or information management . Knowledge of records retention laws, regulations, best practices. Experience with electronic document management systems (EDMS). High attention to detail, strong organizational skills. Ability to handle sensitive and confidential information. Strong written and verbal communication skills. Experience with compliance or regulated environments. Proficiency in Microsoft Office and document management software.	ServiceNow AI
RECORDS & INFORMATION MANAGER REGULATORY COMPLIANCE ANALYST RESEARCH & KNOWLEDGE ANALYST RIM SPECIALIST FOR FACILITIES & SERVICES SENIOR WEB ADMINISTRATOR	Collaborate across departments to advance research and knowledge initiatives. Contribute to strategy, lead staff, drive process improvements. Lead technology adoption, enhance knowledge-sharing tools, intranet; resolve technical issues, and support data-driven decisions. Oversee research resources, systems, vendors, and budgets to ensure efficiency and ROI.	Understanding knowledge management principles and practices, including taxonomies. Interest in the benefits/risks of impact of AI on the legal industry, especially as related to practice of law and, more specifically, KM. Experience with project management tools (Trello, Smartsheet). Ability to quickly learn new software programs/tools, including those that incorporate AI.	

\*Sorted by frequency.

# Information Systems & Technology

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ASSISTANT DIRECTOR, COMPLIANCE & RISK MANAGEMENT ASSOCIATE DEAN FOR COLLECTIONS & CONTENT STRATEGY DEVICE & ACCOUNT COMPLIANCE SPECIALIST DIGITAL LIBRARY PROJECT & SERVICE MANAGER HEAD OF LAW LIBRARY TECHNOLOGY INFORMATION SECURITY COMPLIANCE & OPERATIONS ANALYST INFORMATION TECHNOLOGY LIBRARIAN LIBRARY INFORMATION TECHNOLOGY SPECIALIST LIBRARY TECHNOLOGIES ADMINISTRATOR LIBRARY TECHNOLOGY ANALYST SYSTEMS & DISCOVERY LIBRARIAN SYSTEMS LIBRARIAN SYSTEMS LIBRARIAN & ASSISTANT INSTRUCTIONAL PROFESSOR TECHNICAL SERVICES ASSISTANT MANAGER TECHNICAL SERVICES LIBRARIAN	Assist with management, maintenance, and administration of Integrated Library System (ILS), including Sierra, Vega Discover, and Mobile App. Ensure smooth patron and staff workflows by maintaining integration between ILS and discovery layers, self-check and RFID stations, e-Content platforms, and financial systems. Support collection management projects by running ILS queries and forming concise and accurate data analysis reports.  Monitor and maintain compliance of devices and IT accounts using enterprise tools. Identify risks, support remediation, and communicate with users. Manage account lifecycles, access controls, and audits. Oversee mobile device provisioning and security. Maintain documentation, reporting, and processes. Collaborate with IT teams, resolve technical issues, and deliver strong customer service while ensuring data protection and operational continuity.  Lead planning/implementation of technology to support research, education, operations. Work with stakeholders to integrate systems, improve services. Oversee infrastructure, software, compliance, ensuring reliable performance. Manage staff, workflows; support projects, documentation, coordinate with vendors; stay current on emerging technologies, standards, best practices.	Experience with ILS systems such as Alma/Primo VE or other library management systems and knowledge of and experience with HTML and CSS. Exceptional attention to detail and strong planning and organization skills. Knowledge of basic programming concepts and languages such as Python, R, JavaScript, SQL, JSON, XSL, and XML.  Experience in IT support (such as supporting computer and device hardware and software). Experience with Multi-Factor Authentication. Experience with device compliance standards. Experience working with an endpoint device manager. Experience in a Higher Education environment or a government entity. Experience working with a ticketing system such as Team Dynamix or Service Now. Experience with cell phone setup and management. Experience with Mobile Device Management.  Experience customizing software packages, including MS Office products. Considerable knowledge of information systems, software, applications. Knowledge of typical library/relevant networks, related computer systems. Excellent communication skills. Problem-solving skills, ability to work independently and to keep abreast of advances in library information technology.	MS Access/Office/Excel HTML/CSS Python Alma/Ex Libris/Primo Docker Linux JavaScript Koha SQL Bash/Shell EZproxy MARC OCLC PHP/R Sierra AWS Azure Google Cloud JSON Java Microsoft Power BI RDA SharePoint Tableau XML

\*Sorted by frequency.

# Leadership, Management & Administration

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ARCHIVES DIRECTOR ASSISTANT DIRECTOR FOR PUBLIC SERVICE & ACADEMIC ENGAGEMENT ASSOCIATE DIRECTOR LAW LIBRARY PUBLIC SERVICES ASSOCIATE DIRECTOR OF CIRCULATION & CUSTOMER EXPERIENCE ASSOCIATE DIRECTOR OF KNOWLEDGE & CONTENT SYSTEMS	Provide leadership, strategic planning, supervision, and personnel management for library services to ensure effective, equitable, and innovative support for teaching and learning. Serve as budget authority, overseeing fiscal planning, expenditures, and reporting; delegating purchasing and acquisitions decisions as appropriate. Support librarians in providing instructional support to the curriculum.	Professional experience as a librarian in an academic setting. Experience developing information literacy content and programming. Demonstrated ability to work collaboratively and collegially with team members. Familiarity with higher education trends and technologies.	MS Access/Office/Excel Adobe Creative Cloud Alma/Ex Libris/Primo Salesforce Google Workspace SharePoint Canvas AWS Digital Commons FOLIO
BRANCH SERVICES SENIOR LIBRARIAN CHIEF, PUBLIC SERVICES DIVISION DEPUTY CITY LIBRARIAN DIGITAL LIBRARY PROJECT & SERVICE MANAGER DIRECTOR OF ACCESS & RESEARCH SERVICES	Provide excellent customer service, maintaining welcoming public spaces and promoting library services. Communicate effectively with patrons, staff, and stakeholders; ensure policy compliance. Oversee operations, budgeting, collections, programming, and projects. Manage staff performance, hiring, scheduling. Evaluate services, prepare reports, support cross-department collaboration, assume leadership responsibilities in the director's absence.	Increasingly responsible experience in a public library at a professional level. Progressive supervisory experience. State certification.	Koha Microsoft Power BI OCLC Tableau ArchivesSpace CONTENTdm EZproxy Java LCC LCSH
DIRECTOR OF DESIGN & EXPERIENCE HEAD OF ASSESSMENT PROGRAMS & COLLECTION STRATEGY HEAD OF RESEARCH & LEARNING SERVICES LAW LIBRARY DIRECTOR LIBRARY BRANCH MANAGER SENIOR LIBRARIAN	Ensure continued development, preservation, access, and promotion of the Library's Special Collections and Archives, supporting the historical, cultural, and research needs of the University and surrounding communities. Ensure library services, spaces, and digital environments are accessible/responsive to the diverse needs of students, faculty, staff, community users.	Progressively responsible leadership experience in an academic library setting. Initiative, flexibility, and ability to adapt library services in a rapidly changing environment. Knowledge of trends, best practices, including digital repositories, scholarly communication, accessibility standards, assessment methodologies; preservation strategies, community engagement, digital access initiatives. Commitment to diversity, equity, and inclusion in librarianship, services, and recruitment.	LibGuides MARC Python/R SQL ServiceNow AI Sierra Slack XML Zoom

\*Sorted by frequency.

# Outreach, Programming & Instruction

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ACADEMIC LEARNING COORDINATOR ADULT SERVICES LIBRARIAN AI INSTRUCTION LIBRARIAN BILINGUAL SERVICES SPECIALIST BOOKMOBILE MANAGER BRANCH MANAGER BUSINESS & ENTREPRENEURSHIP LIBRARIAN	Cultivate relationships with vendors, community partners, local colleges. Collect, analyze, interpret data on library visits, programs, services to improve operations and service delivery. Prepare monthly reports based on activities, operations, and statistical outcomes. Monitor technological, societal, and local trends affecting library services. Develop, implement new programs and service models accordingly. Promote collections, technology, programs, services through presentations, programs, topical displays.	Public library experience. Prior supervisory experience, experience developing collaborative partnerships, or experience leading adult programming are highly desirable.	Microsoft Teams Microsoft Excel Microsoft Word Python R Canvas LMS HTML/CSS LibGuides Zoom Sierra ILS OCLC
BUSINESS RESEARCH & OUTREACH LIBRARIAN CHILDREN'S SERVICES SUPERVISORY LIBRARIAN DATA INSTRUCTION & OUTREACH LIBRARIAN DIVERSITY, EQUITY & INCLUSION BILINGUAL OUTREACH LIBRARIAN	Maintain knowledge of current and emerging trends in user and public services, outreach, library technologies, and research tools, resources. Serve the community using expertise in reference, instruction, liaison, and professional duties. Provide reference services through various communication methods to on-campus and off-campus students and faculty.	The ability to communicate clearly, tactfully, accurately, and effectively. The ability to handle multiple assignments and meet deadlines. Experience in managing and implementing complex programs or projects. Experience in delivering training or technical assistance. Experience in community outreach; experience in developing library services and programs, such as literacy services and programs for adults and families.	Alma/Primo Git Google Workspace Blackboard LibAnswers TensorFlow Moodle JavaScript Microsoft PowerPoint D2L Brightspace
HEALTH SCIENCES LIBRARIAN OUTREACH LIBRARIAN PUBLIC SERVICES LIBRARIAN REFERENCE & INSTRUCTION LIBRARIAN RESEARCH & INSTRUCTION LIBRARIAN STUDENT SUCCESS LIBRARIAN YOUTH SERVICES LIBRARIAN	Lead library instruction efforts and planning, in collaboration with faculty and Program Directors. Consult with graduate students and faculty on individual or group-related research projects. Assess library needs of health science students, faculty, researchers, and clinicians.	Commitment to information literacy instruction, with experience teaching both in-person and through online platforms. Experience in designing and coordinating instruction assessment projects, defining research questions, documenting, analyzing data, and providing recommendations for improvements. Experience creating customized reports using statistical software applications (such as Excel or qualitative analysis software).	MATLAB Power BI Node.js WordPress

\*Sorted by frequency.

# Reference & Research

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
AI & DIGITAL RESEARCH LIBRARIAN CLINICAL SERVICES LIAISON LIBRARIAN COMPUTATIONAL SCIENCES LIBRARIAN COPYRIGHT & SCHOLARLY COMMUNICATIONS LIBRARIAN CURATORIAL & PROJECT ASSISTANT DATA HUNTER/LIBRARIAN DIGITAL RESEARCH & SCHOLARSHIP DIRECTOR	<p>Provide reference and information services to students and staff in a variety of modalities (in-person, web-based chat, online). Provide library instruction in a variety of settings and formats. Lead the institution in creating, adapting, and adopting tools, technologies, and practices for open educational resources. Support the information needs on campus, outlying centers, and distance education. Support user experience by maintaining website, discovery interface, and other library tools.</p>	<p>Strong service orientation and an interest in innovation. Applicants must have a demonstrated exemplary work record, professional demeanor, strong interpersonal skills. Excellent organizational, time-management and analytical skills, and the ability to work both independently and collaboratively with a team. Experience or interest in emerging legal technology, including the use of AI research platforms. Teaching experience and experience in an academic law library.</p>	MS Office/Excel Zoom Alma/Ex Libris/Primo Canvas Digital Commons LibGuides Python HTML/CSS Java Koha
EMBEDDED LIBRARIAN HEALTH PROFESSIONS LIBRARIAN INFORMATION & RESEARCH SERVICES LIAISON LIBRARIAN LEARNING RESOURCE LIBRARIAN LEGAL RESEARCH LIBRARIAN PHARMACEUTICAL REFERENCE LIBRARIAN	<p>Provides expert reference, searching and research assistance, including systematic reviews and other kinds of expert level searches. Serves as liaison to assigned programs by building professional relationships with faculty and students, assessing information needs and responding with appropriate library services and resources, leveraging current technology trends and implementing best practices. Provides subject expertise in making recommendations for library acquisitions.</p>	<p>Experience in a library setting. Collaboration, initiative, and ability to develop projects and manage multiple priorities and deadlines. Communicate effectively in a variety of settings. Experience with systematic reviews, evidence-based practice, research data management, research compliance, and research impact measures. Teaching skills, an understanding of pedagogical best practices and instructional design principles for online and in-person instruction.</p>	Slack Adobe Creative Cloud Mendeley OCLC PHP/R Blackboard Docker Git Google Workspace MARC
RESEARCH & SUPPORT LIBRARIAN FOR DATA SERVICES RESEARCH LIBRARIAN SCHOLARLY COMMUNICATIONS LIBRARIAN SYSTEMATIC REVIEW LIBRARIAN	<p>Liaison responsibilities, research support, and instruction. Build relationships with faculty, students, and staff to understand user needs and facilitate integration of library resources into curricula and research projects. Provide reference and research support across multiple formats and venues (in-person, online chat, Zoom or phone). Deliver in-person and virtual library instruction sessions, training workshops, orientations, and other programming.</p>	<p>Instruction and reference services or research support in an academic library required. Experience with data services, with particular focus on research practices relating to data discovery, data information literacy, geographic information systems, and data management. Familiarity with scientific research practices and science information resources in multiple formats. Experience working with science faculty, students and/or researchers.</p>	Omeka SPSS SQL SharePoint Tableau XML Zotero

\*Sorted by frequency.

# Web Services, User Experience & Social Media

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
CONTENT DESIGNER DIGITAL ASSET & WEB MANAGER DIGITAL COMMUNICATIONS LEAD DIGITAL CONTENT COORDINATOR DIGITAL CONTENT PRODUCER ONLINE CONTENT SPECIALIST SOCIAL MEDIA CONTENT CREATOR SYSTEMS & DISCOVERY LIBRARIAN UX RESEARCHER	<p>Develop and execute social media strategies for assigned accounts in alignment with overall digital communications strategy. Lead the implementation of engaging social media content across assigned platforms to enhance the City's online presence and achieve communication goals. Work with target audiences, support measurable objectives, and align execution with overall City priorities and content strategy. Plan, assign, direct, and review digital team's work. Coordinate with digital media producers. Create engaging, accessible content.</p>	<p>Experience in website design/development, HTML, CSS. JavaScript frameworks, API integrations, headless CMS architecture; content management systems (Drupal, WordPress). Demonstrate AI literacy, with understanding of how large language models work, how AI-assisted tools are evaluated for reliability and bias, and how to govern their use responsibly in a public-sector context. Web analytics platforms, digital accessibility; privacy, data governance.</p>	MS Office/Access/Excel HTML/CSS Adobe Creative Cloud Google Analytics JavaScript Java PHP SQL XML Alma/Ex Libris/Primo Linux Python
UX/UI DESIGNER COMMUNICATIONS AND CREATIVE CONTENT PRODUCER CONTENT STRATEGIST DIGITAL CONTENT PRODUCER MARKETING CONTENT STRATEGIST SOCIAL MEDIA CONTENT COORDINATOR	<p>Develop, maintain, and continuously improve the agency's public-facing and internal digital platforms, including websites, the intranet, and social media channels, to increase engagement, awareness, and trust. Oversee all editorial, visual, and functional aspects of websites, including usability, performance, and compliance with Americans with Disabilities Act (ADA) and accessibility standards. Apply user experience (UX) and accessibility best practices.</p>	<p>Excellent communication skills, strong writing skills for the web and social media. Knowledge of user experience (UX) best practices and plain language writing; Associated Press (AP) style. Knowledge of CSS, HTML and hands-on experience of content management systems, such as WordPress. Knowledge of social media platforms, including Meta Business Suite. Knowledge of graphic design software such as Adobe Creative Suite, Canva and/or social media graphic design software.</p>	Microsoft Power BI Google Cloud Git JSON Omeka ArchivesSpace Google Workspace OCLC Preservica Bash/Shell DACS
UI DESIGNER UX STRATEGIST UX/UI DESIGNER WEB DEVELOPER WORKPLACE COMMUNICATIONS STRATEGIST	<p>Oversee website ensuring accurate, timely, and accessible information is available to the public, stakeholders, and media. Create website governance standards, content structure, publishing workflows. Coordinate with IT and vendors. Recommend content improvements based on user analytics and accessibility audits and on evolving best practices.</p>	<p>Experience in digital communications, website management, or social media strategy. Proficiency with content management systems (WordPress). Experience using analytics tools and performance data to inform decisions. Ability to create compelling, accessible digital content. Knowledge of ADA and digital accessibility standards. user experience (UX) best practices.</p>	Digital Commons LibGuides MARC Salesforce Slack Zoom

\*Sorted by frequency.

# Job Data by Employer Organization Type

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	Slide
Academic: College, University & Research Libraries	<u><a href="#">33</a></u>
Archives, Museum & Cultural Organizations	<u><a href="#">34</a></u>
Corporate Organizations & Business Libraries	<u><a href="#">35</a></u>
Government (Federal / State) Agencies & Libraries	<u><a href="#">36</a></u>
K-12 School Libraries	<u><a href="#">37</a></u>
Legal: Academic, Government & Private Practice	<u><a href="#">38</a></u>
Medical, Pharmaceutical & Health Science	<u><a href="#">39</a></u>
Public Libraries	<u><a href="#">40</a></u>

# Academic: College, University & Research Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
<p>ACCESS SERVICES MANAGER</p> <p>ARCHIVIST</p> <p>ASSISTANT LIBRARIAN</p> <p>BUSINESS LIBRARIAN</p> <p>DIGITAL ARCHIVIST</p> <p>DIGITAL SCHOLARSHIP LIBRARIAN</p> <p>DIRECTOR - ARCHIVES &amp; SPECIAL COLLECTIONS</p> <p>DIRECTOR - LIBRARY SERVICES</p>	<p>Lead the planning, development, management, and assessment of print collections (monographs, serials, standing orders) to support teaching, learning, research. Oversee collection management activities including selection, deselection, evaluation, replacement, weeding; develop tools, guidance for liaison librarians. Analyze collection data (usage, age, interlibrary loan, user requests) to identify strengths, gaps, and alignment with curriculum; develop reports to inform planning, budgeting, and accreditation.</p>	<p>Demonstrated knowledge and understanding of best practices, current issues, and trends in special collections related to academic libraries. Preferred academic library experience, including some combined experience in special collections. Experience providing research services, instruction (online and in person), and developing online instructional tools.</p>	<p>Alma/ExLibris/Primo</p> <p>Microsoft Office</p> <p>Microsoft Excel</p> <p>Springshare/LibGuides</p> <p>ArchivesSpace</p> <p>Python/R</p> <p>HTML/CSS</p> <p>XML</p> <p>OCLC Connexion</p> <p>FOLIO</p> <p>Java</p>
<p>ELECTRONIC RESOURCES LIBRARIAN</p> <p>HEALTH SCIENCES LIBRARIAN</p> <p>LIBRARIAN</p> <p>LIBRARY ASSISTANT</p> <p>LIBRARY FACULTY</p> <p>METADATA LIBRARIAN</p> <p>PROJECT ARCHIVIST</p>	<p>Work regularly with faculty to develop, review, and improve information management policies and procedures. Consult occasionally with other campus librarians to coordinate information management decisions for the provision of library services. Consult staff throughout the university to develop and implement programs for the delivery of services to students and faculty. Participate in local, regional, and national organizations to maintain a network of informational professionals.</p>	<p>Experience in an academic library that includes direct involvement in the development of OER initiatives. Knowledge of practices, issues, and assessments in OER, open textbooks, open resources, open licensing, and fair use. Experience with public speaking and developing outreach programming. Knowledge of best practices, current issues, and trends in special collections. Ability to deliver exceptional patron service, outreach, and engagement in an academic environment.</p>	<p>CONTENTdm</p> <p>Islandora</p> <p>Omeka</p> <p>Zoom</p> <p>DSpace</p> <p>OpenRefine</p> <p>SQL</p> <p>Aeon</p> <p>JSON</p> <p>JavaScript</p>
<p>REFERENCE LIBRARIAN</p> <p>RESEARCH &amp; INSTRUCTION LIBRARIAN</p> <p>SCHOLARLY COMMUNICATIONS LIBRARIAN</p> <p>SYSTEMS LIBRARIAN</p> <p>UNIVERSITY ARCHIVIST</p>	<p>Instruct health science students in information literacy skills, including evidence-based practice and the research process. Create instructional materials (videos, online tutorials, resource guides, Blackboard classes). Lead library instruction efforts. Conduct classes and workshops. Perform advanced subject-specific library work and related tasks for the graduate disciplines.</p>	<p>Experience providing reference services and instruction in a research library setting, e-learning software and authoring tools, content management systems, and learning management systems. Knowledge of emerging technologies and their applications to library instruction, such as AI. Ability to adapt emerging technologies to enhance user services and student learning.</p>	<p>MARCEdit</p> <p>Microsoft Word</p> <p>Preservica</p> <p>PHP</p> <p>Adobe Photoshop</p> <p>Google Workspace</p>

\*Sorted by frequency.

# Archives, Museums & Cultural Organizations

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ACADEMIC LEARNING COORDINATOR ACQUISITIONS ARCHIVIST ARCHIVAL FELLOWSHIP ARCHIVAL INTERN ARCHIVAL PROCESSING INTERN ARCHIVE OPERATIONS COORDINATOR ARCHIVE TECHNICIAN	<p>Provide routine collections care of the physical collections and permanent records pertaining to the collections items to catalog and process materials. Ensure the long-term preservation of all artworks in the art collections, all formats in the archives, historically significant objects, and materials; monitor-- environmental conditions, addressing any preservation and conservation arrangement needs.</p>	<p>Demonstrated experience with Digital Preservation Systems and Digital Asset Management Systems, including toolkits and processes used in web, email, and social media archiving. Ability to develop, refine, implement internal policies, procedures, workflows. Knowledge of current and emerging practices for preserving digital records including digital forensic tools, programming, scripting languages.</p>	Microsoft Office Microsoft Excel ArchivesSpace Adobe Photoshop Zoom Adobe Acrobat Google Workspace Microsoft Teams Microsoft Word
ARCHIVIST ARCHIVIST 2 ASSISTANT CURATOR ASSISTANT CURATOR FOR PHOTOGRAPHY ASSISTANT REGISTRAR ASSISTANT/ASSOCIATE REGISTRAR, COLLECTIONS & EXHIBITIONS AUDIO DIGITIZATION & METADATA SPECIALIST	<p>Responsibilities include acquiring, organizing, and describing archival materials; supporting research and instruction for students, faculty, external researchers; and developing digital archives and online finding aids. Identify and preserve records with permanent historical and research value.</p>	<p>Knowledge of current and emerging trends and technologies related to special collections, university archives, and higher education and of archival theory and best practices in accessioning, arrangement and description, digital preservation. Experience with library, archival content standards (RDA, MARC, DACS, EAD, Dublin Core). Experience with ArchivesSpace ,similar archival collection management software for accessioning and finding aid creation. Experience with a digital asset management system such as Islandora.</p>	Python/R XML Alma/ExLibris/Primo Drupal Google Analytics Adobe Illustrator JSON Koha MARCEdit Microsoft Power BI Microsoft PowerPoint Microsoft SQL Server
COLLECTIONS MANAGER EXECUTIVE DIRECTOR HEAD OF DIGITAL COLLECTIONS PROCESSING ARCHIVIST PROJECT ARCHIVIST REFERENCE ARCHIVIST	<p>Duties include workflow planning and delegation, supervision of staff, providing complex archival reference and research services, monitoring access to archival materials, records processing and preservation, and occasional outreach opportunities. Assist in the development and implementation of policies, procedures, and standards of best practice to support research and access of the collection.</p>	<p>Experience overseeing research and reference services, including reading room operations. Experience evaluating and implementing procedures, policies, tools and systems, enforcing policies, procedures and standards. Experience providing archival reference services. Experience using cataloging, archives, or records management software. Familiarity with digital imaging software and tools.</p>	OCLC Connexion Omeka OpenRefine Preservica SQL Springshare/LibGuides

\*Sorted by frequency.

# Corporate Organizations & Business Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ARCHIVIST COLLECTIONS COORDINATOR CONTENT DESIGNER DATA HUNTER/LIBRARIAN DIGITAL ARCHIVIST DIGITAL ASSET & WEB MANAGER DIGITAL ARCHIVIST DIGITAL CONTENT SPECIALIST	<p>Manage full inventory of digital products, publications, and resources, ensuring consistent organization, labeling, metadata, and version control. Maintain a structured system for digital asset storage, retrieval, and archiving. Maintain and update website to ensure content is current, accurate, and aligned with branding and standards.</p>	<p>Experience working with a content management system (CMS) such as WordPress. Experience managing large volumes of digital content. Ability to manage multiple deadlines and maintain accuracy in a fast-paced environment. Experience with digital asset management systems and metadata best practices, HTML, SEO, web formatting, image optimization. Experience interpreting web analytics and applying insights to content, usability improvements. Familiarity with accessibility standards (WCAG), inclusive web content practices.</p>	Microsoft Office Microsoft Excel HTML/CSS SQL Microsoft Power BI Adobe Photoshop Python Google Analytics Alma/ExLibris/Primo Java Tableau
DIGITAL MARKETING SPECIALIST DOCUMENT MANAGER INSTRUCTIONAL DESIGNER KNOWLEDGE MANAGER LEGAL RESEARCH LIBRARIAN LIBRARIAN RECORDS & INFORMATION MANAGER	<p>Lead ongoing organization and growth of corporate archival collection, with an emphasis on expanding access. Lead digitization efforts of the corporate archives and asset ingestion. Partner with brands and various internal teams on ongoing archival intake and research requests. Support Senior Manager in storytelling initiatives, development of policies and procedures, and project management workflow. Supervise activation, installation, and other engagement initiatives at corporate hub(s).</p>	<p>Ability to evaluate and process physical and digital records for archival intake. Advanced proficiency in digital asset management systems and archival platforms. Experience using word processing, spreadsheet, and digital imaging software; communication, customer service, writing skills. Experience presenting to high-level stakeholders. Ability to manage and mentor an assistant role, delegate tasks, and offer constructive feedback.</p>	Adobe Illustrator Microsoft SharePoint XML JavaScript AWS Adobe Creative Cloud Drupal JSON Qualtrics Adobe Acrobat Google Workspace Microsoft PowerPoint
RESEARCH ARCHIVIST RESEARCH LIBRARIAN SCIENCE REFERENCE LIBRARIAN USER EXPERIENCE RESEARCHER UX/UI DESIGNER WEB DESIGNER	<p>Design high-quality questions related to archival management, preservation, information organization. Evaluate AI responses for contextual accuracy, metadata integrity, archival reasoning. Apply archival standards, cataloging systems, preservation methodologies to AI training tasks. Ensure outputs reflect real-world archival workflows, professional practices. Collaborate asynchronously with researcher supporting AI model development.</p>	<p>Strong full-time experience as an archivist or in archival management roles. Strong professional background in archives, records management, or information sciences. Excellent written communication and analytical reasoning skills. Access to a desktop or laptop computer (Chromebooks not supported). Ability to work independently in a fully remote environment.</p>	Springshare/LibGuides ArcGIS ArchivesSpace Azure Google Cloud Adobe InDesign

\*Sorted by frequency.

# Government (Federal/State) Agencies & Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ACQUISITIONS ARCHIVIST ARCHIVAL PROCESSING & ACCESS MANAGER ARCHIVIST ARCHIVIST & PUBLIC ART SPECIALIST ASSISTANT REGISTRAR AUDIOVISUAL ARCHIVIST BRANCH LIBRARIAN BUSINESS INTELLIGENCE SPECIALIST	Provide reference services to the public and state agencies through email, telephone, and in-person interactions. Utilize and educate others on archival tools and best practices, including databases, guides, and resources for finding, using, and handling historical documents in both paper and digital formats.	Knowledge of archival best practices and experience in collection and information management, including metadata schemas. Familiarity with DACS, ISAD(G), EAD, HTML, and controlled vocabularies. Strong customer service skills and ability to engage with the public on research inquiries. Skills in records imaging, access, and preservation for both physical and digital formats, including conservation practices.	Microsoft Office HTML/CSS Microsoft Excel Google Analytics Drupal Microsoft Power BI SQL Python/R Microsoft Word PHP Photoshop Adobe Illustrator
CONSERVATOR DATA COORDINATOR DIGITAL ARCHIVIST DIGITAL COMMUNICATIONS LEAD DIGITAL CONTENT MANAGER DIGITAL SERVICES & WEBSITE COORDINATOR	Direct the work of the Acquisitions and Outreach Section. Serve on the division's administrative team, ensuring coordination between units. Administer and establish long-range goals and objectives. Recommend actions affecting budgets, staff, space. Develop strategies for acquisitions, collection management, digitization, exhibitions, public programming, outreach. In so doing, identify, integrate technical, financial, administrative factors of external program issues.	Knowledge of manuscript collections. Knowledge of the principles and techniques of library or archival collections development. Ability to lead and supervise a workforce. Ability to communicate in writing. Ability to provide consultation or liaison duties. Ability to coordinate projects and set priorities. Ability to communicate effectively other than in writing.	ArcGIS ArchivesSpace Adobe Acrobat Alma/ExLibris/Primo Azure JSON Koha Microsoft SQL Server Microsoft Teams XML Google Cloud
ELECTRONIC RECORDS ARCHIVIST GOVERNMENT DOCUMENTS & REFERENCE LIBRARIAN SENIOR WEB ADMINISTRATOR SOCIAL MEDIA COORDINATOR SUPERVISORY LIBRARIAN	Develop and maintain the website content strategy to ensure it aligns with organizational goals. Experience and knowledge managing a website that is Drupal based. Manage internal website form inquiries and content from teams and departments from start to finish in an Asana-based project management system.	Experience in website content management, web development, or digital communications. Preferred candidates demonstrate strong knowledge of web platforms, content management systems, accessibility standards, and the ability to manage and maintain web content in a government or public-sector environment.	InDesign JavaScript Microsoft Access Microsoft PowerPoint Microsoft SharePoint OCLC Connexion Qualtrics Tableau

\*Sorted by frequency.

# K-12 School Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ARCHIVIST ELEMENTARY LIBRARY MEDIA SPECIALIST ELEMENTARY SCHOOL LIBRARIAN HIGH SCHOOL LIBRARIAN LIBRARIAN & DIGITAL LITERACY SPECIALIST LIBRARIAN & INFORMATION LITERACY TEACHER	Select, acquire, and maintain a diverse and engaging collection of books, media, and digital resources for students in Grades 3-8. Use the Follett library management system for circulation, cataloging, reporting. Support student use of library technology and digital research tools. Maintain familiarity with emerging educational technologies that support research and literacy instruction.	Experience working in a school or academic library setting preferred. Experience teaching or supporting instruction for intermediate or middle school students is highly desirable. Experience planning and delivering engaging instruction. Proficiency with library automation systems and digital research tools. Strong organizational and collaboration skills.	Google Workspace Microsoft Office Microsoft Excel Microsoft PowerPoint ArchivesSpace Koha Microsoft Word Preservica Springshare/LibGuides
LIBRARY ASSISTANT & CATALOGER LIBRARY TECHNICIAN LONG-TERM SUBSTITUTE: LOWER SCHOOL LIBRARIAN - PRE-K-GRADE 4 LOWER & MIDDLE SCHOOL LIBRARY MEDIA SPECIALIST LOWER SCHOOL LIBRARY MEDIA SPECIALIST	Help students develop strong research, information literacy (including AI literacy), and digital citizenship skills, empowering them to navigate information thoughtfully and ethically. Collaborate with faculty to design and support inquiry-based, project-based, and interdisciplinary learning experiences. Teach and support information literacy, innovation, and research skills.	Commitment to professional development. Ability to build relationships, manage groups of students, and foster an engaging learning environment. Ability to collaborate with a diverse community of colleagues, students, and families. Passion for boys' education and adolescent development. Experience working with adolescent students. Alexandria or similar library management systems.	
MANAGER - COLLECTIONS & SPECIAL PROJECTS MEDIA COORDINATOR/SPECIALIST SCHOOL LIBRARIAN & DIGITAL LEARNING SPECIALIST UPPER SCHOOL LIBRARIAN	Oversee supervision, scheduling, and training of library staff and volunteers. Lead academic technology initiatives, manage digital resources and instructional technologies, and support faculty and students in their use. Coordinate, implement outreach programming to promote library and technology initiatives, including digital communications, family events, information sessions, local community partnerships.	Experience with elementary-age children in library or educational settings. Knowledge of children's literature and a passion for reading. Ability to plan, teach, and assess information and digital literacy instruction. Expertise in educational technology and integrating digital tools into teaching. Experience selecting, managing, and promoting a diverse and inclusive library collection.	*Sorted by frequency.

# Legal: Academic, Government & Private Practice Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
<p>ASSISTANT DIRECTOR FOR LAW LIBRARY SERVICES</p> <p>ASSISTANT LIBRARY DIRECTOR FOR COLLECTION SERVICES</p> <p>ASSOCIATE DEAN FOR INFORMATION SERVICES &amp; LAW LIBRARY DIRECTOR</p> <p>ASSOCIATE DIRECTOR LAW LIBRARY PUBLIC SERVICES</p> <p>CHIEF, PUBLIC SERVICES DIVISION</p> <p>COLLECTION &amp; SYSTEMS SERVICES LIBRARIAN</p> <p>COMPETITIVE INTELLIGENCE ANALYST</p> <p>DIGITAL INITIATIVES &amp; SYSTEMS LIBRARIAN</p> <p>DIRECTOR - KNOWLEDGE MANAGEMENT &amp; RESEARCH</p> <p>DIRECTOR - LIBRARY SERVICES</p> <p>LAW LIBRARIAN</p>	<p>Provide vision and leadership for the design, delivery, and evolution of the Law School's legal research curriculum. Coordinate Legal Research Instruction: Coordinate the design, delivery, and integration of legal research instruction across the law school curriculum. Provide feedback and training opportunities to continue the development of legal research instruction quality.</p>	<p>Applicants must have a JD. a strong academic background. and a commitment to modeling the highest of professional standards as well as to teaching law. No prior teaching experience is required, but the College's practice is to vet and mentor aspiring new faculty.</p>	<p>Microsoft Excel</p> <p>Microsoft Office</p> <p>Springshare/LibGuides</p> <p>Microsoft SharePoint</p> <p>Alma/ExLibris/Primo</p> <p>CONTENTdm</p> <p>Microsoft Word</p> <p>OCLC Connexion</p> <p>ArchivesSpace</p> <p>DSpace</p> <p>Islandora</p>
<p>LIBRARIAN</p> <p>DIRECTOR - KNOWLEDGE MANAGEMENT &amp; RESEARCH</p> <p>DIRECTOR - LIBRARY SERVICES</p> <p>LAW LIBRARIAN</p>	<p>Deliver reference services, develop and maintain research guides, and contribute guest lectures and instructional sessions across the curriculum. Design and lead legal research instruction. Serve as the library's resource by building collections, maintaining awareness of international legal databases, and assisting with research involving foreign jurisdictions or international organizations.</p>	<p>Knowledge of legal sources and research in both electronic and print formats. Customer service orientation. Oral and written communication skills. Ability to work independently and collaboratively. Experience supporting learning management systems (e.g., Canvas). Experience working in an academic law library. Supervisory experience. Teaching experience. Demonstrated interest in or experience with law practice technology.</p>	<p>Koha</p> <p>MARCEdit</p> <p>Microsoft Power BI</p> <p>Microsoft PowerPoint</p> <p>Omeka</p> <p>Tableau</p> <p>Zoom</p>
<p>LEGAL RESEARCH &amp; WRITING INSTRUCTOR</p> <p>REFERENCE LIBRARIAN</p> <p>RESEARCH ANALYST</p> <p>RESEARCH SERVICES MANAGER</p>	<p>Lead the design and implementation of the firm's knowledge management strategy and to work with lawyers and technology professionals to evaluate, pilot and roll out legal technology tools, including artificial intelligence applications. This role is also responsible for managing the firm's library resources and electronic information, overseeing research services to attorneys.</p>	<p>Background to effectively direct, organize, staff, budget, evaluate library operations. Knowledge of commercially available legal research, competitive intelligence, other commonly used resources in the legal industry; expertise in legal research tools and technologies (Lexis Nexis, Westlaw, Bloomberg Law) and digital knowledge platforms.</p>	<p>*Sorted by frequency.</p>

# Medical, Pharmaceutical & Health Science Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ARCHIVES DIRECTOR ARCHIVIST & SPECIAL COLLECTIONS LIBRARIAN BUSINESS HEALTHCARE LIBRARIAN CLINICAL SERVICES LIAISON LIBRARIAN DIGITAL ARCHIVIST DIRECTOR - THE MEDICAL LIBRARY LIBRARIAN - BIOLOGICAL & MEDICAL SERVICES	<p>Work collaboratively to plan, develop, implement, and provides high-quality, expert information services to clinical faculty, staff, residents, and students of health science center. Collaborate with clinicians and educators to develop tailored outreach initiatives to raise awareness of clinical library services and to develop patient and staff education resources that support health literacy.</p>	<p>Strong knowledge of health science information resources including databases such as PubMed, CINAHL, UpToDate, etc., and evidence-based medicine. Ability to provide high-quality services to diverse library patrons to meet their academic, research, and clinical information needs. Organizational and project management skills and ability to balance multiple priorities, schedule constraints, and deadlines.</p>	Alma/ExLibris/Primo Microsoft Office ArchivesSpace Springshare/LibGuides Koha Microsoft Excel Omeka Preservica Python/R SPSS
LIBRARY IT SYSTEMS COORDINATOR LIBRARY SPECIALIST MEDICAL LIBRARIAN MEDICAL LIBRARIAN, LIBRARY & RESEARCH SUPPORT RESEARCH & LEARNING LIBRARIAN RESEARCH DATA LIBRARIAN	<p>Provide research support, consultations, library services and related assistance to students, faculty and staff, including support for in-depth literature reviews, systematic reviews, and other research activities. Promote library instruction and research services that integrate into the curriculum. Participate in collection development activities and coordinated initiatives to improve access to library resources and services in collaboration with colleagues across all three campus libraries.</p>	<p>Working knowledge of library services and practices related to reference, instruction, outreach, and collection management, ideally in an academic or health sciences library. Ability to provide high-quality services to diverse library patrons to meet their academic, research, and clinical information needs. Ability to work independently and collaboratively within a team and to develop and maintain relationships with library patrons and university colleagues.</p>	AtoM CONTENTdm DSpace HTML/CSS Islandora Java Microsoft Power BI Microsoft Word PHP Qualtrics
RESEARCH ENGAGEMENT LIBRARIAN SENIOR LIBRARIAN STUDENT SUCCESS & OUTREACH LIBRARIAN	<p>Partner with research personnel on various library-research collaborations, including scoping and systematic reviews, funding compliance, data management, data visualization, research dissemination, research promotion and impact. Conduct training, group instruction, and workshops, both individually and collaboratively, on digital scholarship / data science research methods, tools, platforms, and best practices.</p>	<p>Ability to identify and develop new collaboration opportunities with research departments. Experience providing data management support. Experience with collaboration tools, statistical software, course management software, and the development of online instructional tutorials. Experience teaching information literacy skills and providing reference services or educational and research technology support.</p>	SAS SQL Samvera Tableau

\*Sorted by frequency.

# Public Libraries

Sample Job Titles	Sample Duties	Sample Skills	Sample Technologies*
ADULT SERVICES LIBRARIAN ARCHIVIST ASSISTANT DIRECTOR - PUBLIC SERVICE & COMMUNITY ENGAGEMENT ASSISTANT LIBRARY DIRECTOR BOOKMOBILE MANAGER BRANCH MANAGER CATALOGING LIBRARIAN COLLECTION DEVELOPMENT LIBRARIAN DIRECTOR - LIBRARY SERVICES HEAD LIBRARIAN HEAD OF CHILDREN’S SERVICES LIBRARIAN LIBRARIAN 1 LIBRARY ASSISTANT LIBRARY BRANCH MANAGER LIBRARY DIRECTOR PUBLIC SERVICES LIBRARIAN REFERENCE LIBRARIAN SENIOR LIBRARIAN YOUTH SERVICES LIBRARIAN YOUTH SERVICES MANAGER	<p>Develop and maintain both traditional and non-traditional collections, public speaking in front of large groups and in media about the Library and its services, schedule and process payment of all event spaces located at the Main branch of the library; may develop and produce digital content on behalf of the Library and its services.</p>	<p>Knowledge of public library principles, reference services, and general library operations, including current and emerging trends. Working knowledge of integrated library systems, research databases, and standard office software such as Microsoft Office software. Excellent interpersonal skills with the ability to establish and maintain effective, courteous, and cooperative relationships with the public, coworkers, supervisors, and community partners.</p>	Microsoft Office Microsoft Excel Sierra Google Workspace Koha Microsoft Teams XML AWS Drupal HTML/CSS JSON
	<p>Manage the youth services operations, focusing on delivering exceptional customer service through collection development, programming, reading programs, volunteer programs, patron complaint resolution. Coordinate collection development to maintain the integrity of the print and non-print materials, resources. Knowledge of library science principles, best practices as related to collection development, readers' advisory, reference, electronic services, programming, classification, and cataloging.</p>	<p>Supervisory experience required. Experience with youth programs required. Extensive experience with automated library catalog and circulation software required. Knowledge of Spanish and/or French is helpful.</p>	Microsoft PowerPoint Microsoft Word Python/R SQL Zoom Adobe Acrobat Aeon ArchivesSpace Google Analytics Google Cloud Illustrator JavaScript
	<p>Make the library a more inclusive and welcoming place for all people through its programs, services, collections. Cultivate relationships with vendors, community partners, local colleges. Collect, analyze, interpret data to produce statistical reports on visits, programs, and services to improve operations, service delivery. Monitor technological, societal, and local trends affecting library services and develop and implement new programs and service models.</p>	<p>Customer service mindset and delivery. Commitment to community and the values of diversity, equity, and inclusion. Analytical and decision-making skills to assess an issue and determine an optimal solution. Willingness to receive and respond to feedback. Flexible and adapts to changing needs. Effectively design, implement, evaluate programs and services. Adept communication skills with various and diverse audiences.</p>	MARCEdit Microsoft SharePoint OpenRefine PHP Photoshop WordPress

\*Sorted by frequency.

# Recommendations for LIS Job Seekers

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As you proceed through your iSchool program, you'll find that it's a terrific time to start building your career opportunities, and you'll want to start acting on some of the information you've just read about.

The following slides describe easy-to-implement actions you can take while pursuing your iSchool studies to help you get started on your LIS career journey.

# MAKE THE MOST OF YOUR ISCHOOL EXPERIENCE

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**EXPLORE** the iSchool website for information on **career development** and use resources - such as the career blog, virtual job fairs, webcasts, podcasts and the SJSU Career Center. Our contact at the Career Center is an expert on resumes, cover letters, LinkedIn profiles and much more!

**PARTICIPATE** in extracurricular activities such as student leadership opportunities. Find volunteer opportunities in your community and with online groups. Take advantage of the iSchool's offer to pay for an LIS professional membership for students and join one of the award- winning student chapters.

**LOOK FOR** iSchool announcements regarding opportunities -- internships, special studies projects, scholarships, calls for volunteers, student assistant-ships. These experiences will serve as strong examples of your strengths in interviews.

# BUILD A FUTURE-READY SKILLSET

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**DEVELOP SKILLS** in high demand across a variety of jobs. Today’s LIS roles are often cross-functional. Develop in-demand skills that span disciplines—blend your LIS knowledge with strong communication, collaboration and project management skills to stand out across sectors.

**TURN LEARNING INTO DOING** to reinforce your coursework with hands-on experience. Internships, part-time roles, volunteer work and student leadership opportunities offer real-world practice for your LIS skills. Choose roles that involve collaboration, public service or problem-solving.

**STAY AHEAD OF THE CURVE** as technology changes fast. Keep tabs on emerging tools and platforms relevant to LIS work. Treat every course you take at the iSchool as a chance to practice “learning on demand” so that you are always ready to adapt – and lead – when new skills are needed.

# STEP UP TO LEADERSHIP

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**BUILD A NETWORK** of career connections with fellow students, faculty and LIS professionals through active participation in student groups. Volunteer to take the lead on new projects to demonstrate your initiative, to sharpen your project management skills and to practice effective collaboration.

**LEAD THE TEAM** of a student group, especially one affiliated with LIS professional associations. The **iSchool student groups** are launchpads where you'll gain visibility, hone your leadership skills and build professional relationships with peers and members at the national level.

**SHARE YOUR VOICE WHERE IT COUNTS** by joining one of the iSchool's outstanding student publications, such as the **Student Research Journal**, **Archeota**, or **up//root**. Create a new special interest group (SIG) on a hot LIS topic. Demonstrate leadership by seeing the gap and stepping into it to create what's next.

# SHOW UP, STAND OUT

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**THINK BROADLY** about the ways you can deploy your LIS skills creatively. Your training is adaptable. Check out the iSchool's [\*\*LIS Career Pathways\*\*](#) to see how you can pivot from one pathway to another and repurpose your transferable skills.

**SAY “YES” TO OPPORTUNITIES.** Build your reputation as a reliable, resourceful professional by volunteering, collaborating and making meaningful contributions. Be the “can-do” team member or leader. Visibility and relationships open doors.

**SHOW UP READY.** Whether you are in an interview, a team project, or an informal coffee chat, show up with energy and curiosity. Be the person everyone wants to work with because they trust your skills, your judgment and your openness to new ideas and solutions.

# BUILD A PROFESSIONAL PRESENCE ON SOCIAL MEDIA

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## **DEVELOP STRONG SOCIAL MEDIA**

**SKILLS** to succeed in today's digital economy. Thoughtful, supportive engagement will help you build a credible and collaborative professional identity.

## **USE SOCIAL MEDIA STRATEGICALLY.**

Maintain a consistent profile on platforms like BlueSky, TikTok and in particular LinkedIn. Follow LIS-related accounts and engage with diverse perspectives to stay informed, spark ideas and grow as an information professional.

**PARTICIPATE** in thoughtful, inclusive discussions across diverse LIS spaces. Listen actively, share responsibly and demonstrate your commitment to equitable and inclusive service.

# PERSONALIZE YOUR JOB SEARCH STRATEGY

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**USE KEYWORDS** for job search terms. Use more than one keyword to narrow search results (e.g., *information management* and *corporate*). Use non-traditional or new terminology (e.g., UX/UI, AI, ML, LLM).

**EVALUATE THE JOB SITE'S INTERFACE.** Test the search capabilities to determine whether you can use search filters, wildcards, exact phrases, or Boolean operators to limit or broaden your search.

**NOTE THE VOCABULARY** used in job postings and include keywords in searches. Tailor your resume and cover letter to each job posting and be prepared to address those topics in a job interview.

# Methodology – Overview

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Data from 1503 job postings were collected over a 13-week period between February and May 2026. Job postings were analyzed and assigned to categories based on specific language with respect to job duties and skills.

The data collected include job posts that require advanced degrees other than LIS when qualifications overlapped significantly. Job announcements were excluded if they did not contain LIS-related duties or skills.

# Methodology – Data Collection

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Job announcements were collected from academic and research institutions, public and special libraries, medical organizations, law firms and legal groups, businesses, government agencies, nonprofits, cultural institutions and K-12 schools.

Searches were conducted across 32 job boards from February 1 to May 2, 2026. The job boards included LIS-specific lists and general job announcement sites.

*Please note that specific employment fields may experience annual cycles of job posting; this may have an impact on the findings in this “snapshot” analysis.*

*ChatGPT-4 was used in this report to assist with comparative trend analysis.*

# Methodology – Data Points

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For each job listing, the following data points were recorded:

- Employer Name, Location, Organization Type
- Position Title, Job Type
- Job-Specific Experience (Required, Preferred, Not Specified)
- Experience expectations (Years, Not Specified)
- Minimum Degree (Post-Graduate, Bachelors, Associates, High School, Not Specified)
- MLIS Degree (Required, Preferred, Not Specified)
- Position Duties
- Skills Required / Desired

# Job Sites Searched

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## LIS Job Sites

American Alliance of Museums (AAM)  
<https://www.aam-us.org>

American Association of Law Libraries (AALL) <https://www.aallnet.org>

American Library Association (ALA)  
<https://www.ala.org>

American Theological Library Association (ATLA)  
<https://www.atla.com>

ArchivesGig  
<https://archivesgig.com>

Art Libraries Society of North America (ARLIS/NA) <https://www.arlisna.org>

ARMA International <https://arma.org>

Asian Pacific American Librarians Association (APALA)  
<https://apala.careerwebsite.com>

Association for Information Science and Technology (ASIS&T)  
<https://www.asist.org>

Association of Research Libraries (ARL)  
<https://www.arl.org>

California Academic and Research Libraries (CARL)  
<https://carl-acrl.org>

California Library Association (CLA)  
<https://www.cla-net.org>

Code4Lib  
<https://jobs.code4lib.org>

Council on Library and Information Resources - Digital Library Federation (CLIR-DFL) <https://www.diglib.org>

Digital Asset Management News (DAM News) <https://www.damnews.com>

Digital Humanities and Libraries (DH and LIB) <https://dhandlib.org>

International Association for Social Science Information Service and Technology (IASSIST)  
<https://www.iassistdata.org>

International Federation of Library Associations and Institutions (IFLA)  
<https://www.ifla.org>

Library Jobline (Colorado State Library)  
<https://www.libraryjobline.org>

Medical Library Association (MLA)  
<https://www.mlanet.org>

NASIG <https://www.nasig.org>

Northern California Association of Law Libraries (NOCALL)  
<https://nocall.org>

Society of American Archivists (SAA)  
<https://www2.archivists.org>

Visual Resources Association (VRA)  
<https://vraweb.org>

## General Job Sites

GovernmentJobs.com  
<https://www.governmentjobs.com>

HigherEdJobs  
<https://www.higheredjobs.com/>

Indeed  
<https://www.indeed.com>

JobNetwork  
<https://www.thejobnetwork.com/>

LinkedIn  
<https://www.linkedin.com>

Monster  
<https://www.monster.com>

SimplyHired  
<https://www.simplyhired.com>

USAJobs <https://www.usajobs.gov>

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This *MLIS Skills at Work: A Snapshot of Job Postings 2026* report is presented by the San José State University [School of Information](#).

To learn more, visit the iSchool's [Career Development website](#), view the [Careers On-Demand Webcasts](#) and listen to the [Career Podcasts](#).



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