Librarian (Law) (2 positions available)
Law Library of Congress – Washington, DC

Librarian (Law) (Vacancy#: VAR001192)
Opening Date: March 3, 2020
Closing Date: April 2, 2020
Grade: GS-11
Salary: $72,030 to $93,638 per year

The Legal Reference Librarian works in and through the Law Library Reading Room providing legal and legislative information services to Congress, the U.S. Supreme Court, federal agencies, practicing attorneys, legal scholars and academicians, foreign governments, and students; contributes to the development and management of print and electronic collections; and, provides tours, orientations, and briefings to Members of Congress and their staffs, and other distinguished visitors.

To view the full vacancy announcement and to apply for the position, visit https://www.usajobs.gov/GetJob/ViewDetails/561530500.

Questions should be addressed to the Library of Congress Human Resources Services at (202) 707-5620 JobHelp@loc.gov.

Qualifications

- Applicants must have had progressively responsible experience and training sufficient in scope and quality to furnish them with an acceptable level of the following knowledge, skills, and abilities to perform the duties of the position without more than normal supervision.
- Ability to apply knowledge of the principles, concepts, and techniques of library science to the organization and dissemination of legal information.**
- Ability to communicate legal and legislative information and analysis in writing.**
- Ability to communicate effectively in a library or information center environment.**
- Ability to utilize information technology and online legal resources.**
- Ability to plan and implement library programs.
- Ability to interact collaboratively with a diverse group of people.
- Ability to provide training and mentorship.
- Ability to communicate effectively other than in writing.

Education

All librarians must meet the requirements for professional education in library science or possess equivalent experience and education.
For GS-7: Applicants must meet the requirements specified in paragraphs A or B below.

1. Completion of 1 full academic year of graduate study in library science in an accredited college or university, in addition to completion of all work required for a bachelor’s degree; or

2. A total of at least 5 years of a combination of college-level education, training, and experience. To qualify on this basis, the applicant must establish conclusively that the education, training, and experience provided a knowledge and understanding of the theories, principles, and techniques of professional librarianship; a knowledge of literature resources; and the knowledge and abilities essential for providing effective library and information services.

Additional Education And Experience Requirements for Positions at GS-11

3 full years of progressively higher level graduate education in library science or doctoral degree (J.D., Ph.D. or equivalent) related to the position.

You MUST submit a legible copy of your college/university transcripts to your online application. Unofficial transcripts are acceptable at the time of application. Official transcripts will be required if selected. Failure to submit the required legible documentation at the time of application will result in disqualification of your application.

Foreign Education – Education completed outside the U.S. must be deemed equivalent to conventional/accredited U.S. education programs to be acceptable for Federal employment. If your college/university is outside the U.S., your transcripts must be accompanied by a report from a credential evaluation service that is a member of the National Association of Credential Evaluation Services (NACES) or the Association of International Credentials Evaluators (AICE). Failure to submit a foreign education evaluation report will result in disqualification of your application.