ROLE DESCRIPTION

Librarian, Library Client Services, Student Support

Campus: Mooloolaba Campus **Region:** Corporate	**Closing date:** 11:59 PM 18 January 2026
Business Unit: Library Network **Team:** Library Client Services, Student Support	**For further information, please contact:** **Contact name:** Tanya Mohr **Role:** Team Leader **Phone:** 0437 059 174 **Or check out our** **Applicant Information Guide**
Award: *TAFE Queensland Award – State 2016* **Agreement:** *TAFE Queensland (TAFE Services Employees) Certified Agreement 2022* **Classification Level:** PO2 **Salary:** $77,250.38 to $97,991.36 per annum, plus superannuation contributions of 12.75% of your salary	
Status: Temporary full-time	**Winner: Queensland Large Training Provider of the Year 2024**
Job ad reference: TQ2025-1111	Veteran Employment Supporter

About TAFE Queensland

TAFE Queensland is proud to be the largest and most experienced Vocational Education and Training provider in the State, with a history of serving Queensland communities for more than 140 years.

At TAFE Queensland, we hold true to our values and keep our customers at the centre of everything we do. By living these values, we continue to strengthen TAFE Queensland's reputation as a leading provider of high quality education and training. Our people are recognised for demonstrating these values in their everyday work.

Safety first	**Working together**	**Focusing on our customer**	**Taking responsibility**	**Showing initiative**

Your opportunity

As the Librarian, Library Client Services, Student Support, you will:

- Provide research and referencing support, be involved in programming various library activities, and leading statewide projects, both face-to-face and online.
- Your focus will include leadership by sharing best practices and developing innovative student support services, including promoting library services to increase awareness and engagement.

If you are passionate about helping students achieve academic success, we look forward to hearing from you.

This position reports to the Team Leader, Library Client Services, Student Support.

Key responsibilities

- Contribute to the success of transformation and cultural change through promoting and modelling the established values of safety first, working together, focusing on our customer, showing initiative and taking responsibility.
- Participate in the design, implementation, programming, and delivery of innovative student support services and information literacy education that incorporate new trends and technologies to enhance academic success, digital literacy, student engagement, and retention.
- Work collaboratively with Library Network teams to develop information and digital literacy content that incorporates adult learning principals and emerging technologies.
- Assist with customer service delivery as required and participate in the mentoring and development of client facing staff by collaborating to create programs that promote and deliver high quality student support
- Foster TAFE Queensland's safety-first culture by adhering to WH&S standards and prioritising the safety and wellbeing of the library environment
- Lead and actively engage in evaluating library trends and best practices to continuously improve library services and programs. Monitor usage gather client feedback, and report performance data to meet future needs of TAFE Queensland students.
- Develop and deliver marketing and promotion of Library Network student support services by implementing strategies that enhance Library Networks visibility and engagement with students and educators.
- Lead and actively participate in library projects and work groups, collaborating with team members, leading to improved library services and resources.
- Participate in various Library Network and TAFE Queensland forums and committees as required and contribute to planning processes in line with the TAFE Queensland Library Network strategic and operational plans.
- Contribute to the success of transformation and cultural change through promoting and modelling the established values of Showing Initiative, Working Together, Focusing on our Customer and Taking Responsibility.

How you will be assessed

Within the context of the role description above, the ideal applicant will be someone who has the following key capabilities:

- High level research, analysis, knowledge management and information literacy skills that support TAFE Queensland Library Network priorities.
- Proven experience and high-level skills in development, delivery and implementation of library initiatives and programming.
- Highly developed proficiency in modern library information technologies, online systems and digital environments.
- Ability to identify future trends and innovative approaches to library support services which have led to significant improvements.
- Elevated standards of interpersonal skills to ensure the development of relationships and the ongoing ability to work collaboratively and positively with colleagues to achieve outstanding outcomes.

About you

Mandatory requirements:

- Possession or near completion of an undergraduate or postgraduate degree in Library and Information Studies which allows eligibility for professional membership of the Australian Library and Information Association

Highly desirable:

- Minimum 3 years' experience in Library delivery

How to apply

To apply for this role, please provide the following:

- a detailed resume including the contact details for two referees (one of whom is your current supervisor); and
- a cover letter (maximum 2 pages) that outlines your experience, skills and abilities and responds to the 'How you will be assessed' criteria.

Applications must be submitted via TAFE Queensland's recruitment portal.



For more information,

- check out our Applicant Information Guide
- or visit TAFE Queensland's website.

Additional information

- The duration of this position will be dependent on work demands and the availability of ongoing funding.
- You may be required to travel and work across the region.
- Travel and overnight absences from base may be required of this position.
- It would be highly desirable for the incumbent to possess a current driver's licence.
- A criminal history check will be initiated on the successful applicant.
- A non-smoking policy applies across TAFE Queensland campuses, in TAFE Queensland buildings, offices and motor vehicles.
- If the successful candidate has been engaged as a lobbyist, a statement of their employment is required.
- You will be required to complete a range of training activities within the onboarding and induction period, including systems training.
- The key responsibilities listed in this role description are broadly captured for the role and this list is not exhaustive. The incumbent may be required to undertake other activities, projects and tasks as directed by the relevant manager.