



Weill Cornell Medicine

Samuel J. Wood Library & C.V. Starr Biomedical Information Center

Position Title: Clinical Medical Librarian

Status: Part Time, Academic/Faculty – Non-Professorial Track

Department: ITS

Division: The Samuel J. Wood Library and C.V. Starr Biomedical Information Center

Immediate Supervisor: Assistant Director, Clinical Services

Senior Manager: Terrie Wheeler, Director

Location: Upper East Side – Manhattan location

Date Created/Revised: 06/27/2022 / Revised 11/08/2022

Supervises Staff: No

Number of Hours: 25

Salary Range: \$53,000 - \$67,000 per annum commensurate with qualifications and experience.

Weill Cornell Medicine provides the above salary range in compliance with the New York City law on Salary Transparency in Job Advertisements. The salary range listed is for full-time employment not including bonuses, clinical incentive compensation, or benefits. Actual salaries depend on a variety of factors including but not limited to internal equity, specialty, training, and hospital/community needs.

The above salary range for New York City based roles represents WCM's good faith and reasonable estimate of possible compensation at the time of posting.

POSITION SUMMARY

In partnership with multiple stakeholders, the Clinical Medical Librarian (CML) provides biomedical research, information management, and instructional services to the clinical and academic communities of Weill Cornell Medicine, NewYork-Presbyterian Hospital and affiliates. The CML also supports Myra Mahon Patient Resource Center (PRC). This position is embedded in the clinical practices of the institution and is responsible for leading outreach activities and training initiatives to increase the value of Library services to the Medical Center. The CML is the Balanced Scorecard Champion for the organization. The CML reports to the Assistant Director, Clinical Services.

POSITION ACTIVITIES

Clinical and Patient Care Support

- Participate in, and assess the impact of, information services and resources directed at clinical activities that will include: clinic rounds and morning reports, journal clubs, just-in-time evidence-based medicine instruction, expert literature searching, and customized consultation services. These services may also include: Epic access and clinical content curation, leveraging

electronic health information to exchange data streams, or other clinical activities the organization finds valuable in support of patient care.

- Collaborate with clinical department stakeholders to identify and implement scalable information interventions that measurably improve patient care, customer satisfaction, learning, and other relevant outcomes that may result from effective and innovative service.
- Liaise with healthcare faculty, residents, and students to build information literacy skills, evidence-based practice training, answer clinical questions, and promote Library services, resources and instructional opportunities as part of the Library's clinical support team.
- Support Weill Cornell Medicine's and NewYork-Presbyterian Hospital's missions and regulatory responsibilities including: JCAHO certification, GME and ACGME accreditations, Meaningful Use requirements, and more.
- Assist in collection development for PRC consumer health information (CHI) in print and online.
- Collaborate with various departments/institutes to develop and provide PRC consumer health educational seminars.
- Perform expert searches utilizing consumer health, medical, and other related healthcare databases to meet the CHI requests

Administrative Support

- Further support the Library by devising evaluation strategies with key performance indicators for Library and other programs, as the Library's Balanced Scorecard Champion. Oversee the ongoing management and sustainment of the Library's balanced scorecard.

Research and Education Support

- Partner with WCM and NYPH department members, especially clinical faculty and residents, on systematic literature reviews, case reports, clinical guidelines, grant-funded research projects, and other informatics projects.
- Partner with teaching faculty to develop, perform, and evaluate educational efforts that pertain to curriculum-based instruction, evidence-based practice, information literacy, and other specialized content.
- Provide light to medium editing services to help investigators prepare compelling grants before submission. Editing may include changing passive to active voice, reorganizing the flow of content, or suggesting different style techniques, correcting spelling, word usage, grammar and punctuation, as well as cross checking text with tables and figures to ensure correct association.
- Take advantage of research and publication opportunities that highlight innovative work to promote the Library's visibility within the institution and among peers in the scientific community. Contribute to the profession and represent the Library in the academic,

scholarly, and professional community.

- Provide students, faculty, and researchers, with a variety of information support including, but not limited to, data literacy, information literacy, and scholarly communication services. Answers reference questions, conducts literature searches, provides consultations, and promotes the use of Library services and resources.
- Provide expert search services for systematic reviews and other intensive research projects. Communicate the principles of evidence-based practice and develop and teach systematic review workshops.
- Perform outreach to promote awareness of Library services and resources. Contribute to the development and maintenance of the Library's web site, subject specific LibGuides, social media, and other communication media. Provide expert feedback from an end user's perspective on web design and functionality issues.
- Perform other job-related duties as required.

MINIMUM REQUIREMENTS

- Master's degree in Library Science from an ALA-accredited program.
- Training and/or experience in clinical medical librarianship.
- Demonstrated knowledge of the systematic review process and other evidence summaries.
- Excellent database searching and teaching skills.
- Excellent technical, written, and verbal communication skills for the purposes of teaching, presenting, scholarship, and customer service.
- Ability to think creatively in developing and promoting the use of Library resources and services.
- Ability to manage multiple projects and work collaboratively in a team environment. Excellent interpersonal, analytical, and organizational skills.
- Strong service orientation.
- Ability to establish positive and productive collaborations with faculty and health professionals.
- Ability to adjust priorities, set goals, and make quick effective decisions in a fast-paced environment.
- Commitment to conduct independent scholarship consistent with a Library faculty appointment.

PREFERRED QUALIFICATIONS

- Prior experience with strategic planning or performance management systems, such as the Balance Scorecard.
- Commitment to engage independently in continuing professional development.

WORKING CONDITIONS

Position requires working in an office environment where there are a few physical discomforts such as dust, dirt, noise, and the like. Routine meetings and clinical staff interactions in patient care areas are required.

Travel between office locations, primarily within Manhattan, is required. Occasional travel to affiliate locations such as NYP/Queens, NYP/Brooklyn, and NYP/Westchester, Ithaca, NY, and Doha, Qatar, may also be necessary.

Diversity, equity, and inclusion are part of Weill Cornell Medicine's core values and are essential to achieving excellence in patient care, research, and education. We welcome applications from candidates who share our commitment to fostering a culture of fairness, equity, and belonging.

Weill Cornell Medicine is an Equal Employment Opportunity/ Affirmative Action Employer and does not discriminate against any employee or applicant for employment based on age, race, color, religion, sex, sexual orientation, creed, national origin, marital status, disability, citizenship, veteran status, or any other status protected by federal, state, or local law.

PRIVACY NOTICE

As part of the Clinical Medical Librarian Team this position could have exposure and/or access to protected health information (PHI) or Personally Identifiable Information (PII) as part of normal duties. Access to data within systems that contain significant portions of confidential staff or even medical records may be necessary for completion of daily tasks. This might occasionally include participation in teaching within patient care areas such as the hospital.

With regard to HIPAA and protection of employee, student, subject, and patient privacy, it is the responsibility of each WCMC employee to limit viewing of PHI and PII to the minimum as necessary to perform assigned duties.

WEILL CORNELL MEDICINE

Founded in 1898 and affiliated with what is now NewYork-Presbyterian Hospital since 1927, Weill Cornell Medicine is among the top-ranked clinical and medical research centers in the country. In addition to offering degrees in medicine, Cornell also has Ph.D. programs in biomedical research and education at the Weill Graduate School of Medical Sciences, and with neighboring Rockefeller University and the Sloan Kettering Institute, has established a joint MD-PhD. program for students to intensify their pursuit of Cornell's triple mission of education, research, and patient care.

Weill Cornell Medicine's educational mission emphasizes the importance of combining a strong foundation in the medical sciences with extensive clinical training in patient care. By promoting a true social commitment, stimulating creativity, and fostering independent thought and study, Weill Cornell Medicine continues to cultivate the best of tomorrow's leaders in the field of medicine.

<http://weill.cornell.edu>