Clinical Medical Librarian Intern Job Description

The Samuel J. Wood Library at Weill Cornell Medicine (WCM) is offering a one-year paid internship for an advanced or recently graduated student from an ALA accredited library and information science graduate program. We seek a Clinical Medical Librarian Intern (CMLI) interested in pursuing a career in medical librarianship who is available for at least 25 hours per week. The CMLI assists in the provision of biomedical research, information management, and instructional services to the clinical and academic communities of WCM, NewYork-Presbyterian Hospital (NYPH), and affiliates including the Myra Mahon Patient Resource Center (PRC). They will work closely with the Clinical Medical Librarian (CML) and the Assistant Director, Clinical Services (ACDS) to support and enhance the clinical practices, outreach activities, and training initiatives of the Medical Center and its constituents. The CMLI reports to the ACDS.

POSITION ACTIVITIES

1. Develops the educational skill set required for CML activities; CMLI will routinely attend WCM/NYP and professional lectures, workshops, and webinars to learn best practices, gain clinical knowledge, and build connections with clinical colleagues.
   a. Specific professional learning activities may include:
      i. MLA Annual Conference Attendance
      ii. NY/NJ MLA Regional Conference Attendance
      iii. Evidence Based Health Care Workshop: New York Academy of Medicine
      iv. Systematic Review Workshop(s)

2. To ensure further development of required skill set, CMLI will work closely with CML, ADCS, and Library faculty using the following methods:
   i. Canvas learning module will be created for CMLI use; all necessary training documents will be available here.
   ii. CML/ADCS and Library faculty will formally introduce necessary resources using face-to-face instruction and selected online tutorials. Resources include:
      1. Library Website: Introduction to Resources
      2. PubMed Searching
      3. OVID Medline Searching
      4. OVID EMBASE Searching
      5. CINAHL Searching
      6. LibInsights
      7. BrowZine
      8. UpToDate/DynamedPlus
      9. Clinical Key
3. CMLI will participate in clinical information services including: clinic rounds and morning reports, journal clubs, just-in-time evidence-based medicine instruction, expert literature searching, and customized consultation services.
   a. Following a pre-determined schedule, attends morning report and/or clinical rounds (Dept of Medicine; Pediatrics; Pediatric Intensive Care Unit; Neurology; Burn Unit) with members of the health care team; focused on assisting with the provision of high-quality evidence-based information at the point-of-care.
      i. CMLI will complete training modules prior to this; AND
      ii. Shadow CML/ADCS, for minimum of 1 month.
   b. PRC desk duty and patient/consumer information support as assigned.
   c. InfoDesk (reference support) as assigned.

4. Works with healthcare faculty, residents, students, nurses to build information literacy skills, advance evidence-based practice, answer clinical questions, and promote Library services, resources and instructional opportunities.
   a. Works closely with CMLs on Nursing Evidence Based Practice initiatives, educating on research best practices and assisting with clinical nursing research projects.
   b. Participates in stand-alone workshops and seminars on library services and resources, scheduled by various WCM/NYP clinical departments.
   c. Contributes to TechTuesdays talks - introducing WCM/NYP to clinically relevant library resources.

5. Partners with teaching faculty to develop, perform, and evaluate curriculum-based instruction, evidence-based practice, information literacy, and other specialized content.
   a. Neurology Clerkship
   b. Med School courses

6. Develops and maintains LibGuides and other web-based content (social media, patient education videos, etc) that supports WCM/NYP subject/departmental areas and the curriculum.
   a. Ensures subject specific LibGuide content is up-to-date, relevant, and all links are functional.
   b. Assists with social media promotional activities as directed.
   c. In collaboration with health care providers, contributes to the research and production of patient educational videos and print materials.
7. As a member of the information, education, and clinical team, answers reference
questions, conducts literature searches and/or systematic reviews, provides
consultations and promotes the use of Library services and resources.
   a. Meets with Assistant Director, Clinical Services weekly
   b. Meets with Clinical Medical Librarian weekly
   c. Meets with Associate Director of Information, Education and Clinical Services bi-
      weekly
   d. Attends monthly unit meetings
   e. Attends monthly Library Faculty meetings
   f. Participation in Library-wide events such as SMARTFest

8. Participates in research, grant, and publication opportunities to highlight and promote
the innovative work undertaken by the Library, and to enhance the Clinical Librarians’
visibility within the institution and among peers in the scientific community.
   a. Assists with the development of library grants; includes envisioning potential
      projects, grant writing & editing, conducting, and evaluating grant-related
      activities.
   b. Contributes to the development, writing, and editing of CML research papers for
      publication and/or presentation.

APPLY

To apply, please submit your application to librecruiting@med.cornell.edu
with “Clinical Medical Librarian Intern” included in the subject line.

The application should include:
   • A resume
   • Identification of and reasons for interest in the internship
   • The applicant’s qualifications for the internship, including a list of any courses taken that are
      relevant
   • Description of the applicant’s career goals
   • Number of hours and days available for the internship