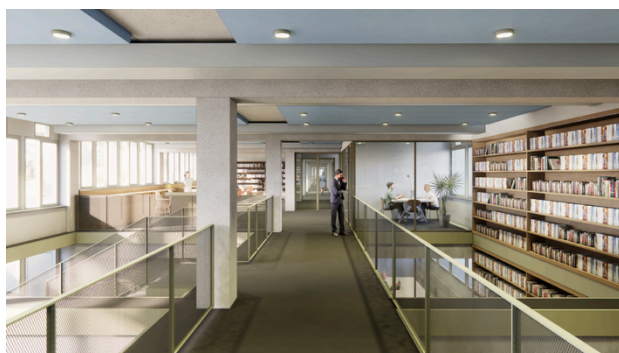


About the project

In June 2024, [Keron Foundation](#) initiated the YSMU Library Renovation project, in partnership with Yerevan State Medical University and internationally recognized Dutch architectural firm Defesche van den Putte (DVDP). The project will expand the existing space from approximately 600 square meters to an anticipated 3,000 square meters, shifting the standard library experience to a modern hub for education, study, collaboration, and rest. The library will include:

- Total Area 3000 m²
- 8 Project Rooms
- 4 Individual Study Rooms
- 266 m² Reading Hall for 88 students
- 1,000 m² rooftop terrace and café
- 115 m² computer lab with 36 computers
- Over 35.000 books
- Access to the digital libraries and online resources (like UpToDate)



Job Description

Head of Library (Library Director) for the Yerevan State Medical University

Department: Library Services

Reports to: Vice-Rector for Development and Marketing

Location: [Yerevan State Medical University \(YSMU\)](#)

Position Context & Long-Term Commitment:

This position is designed as a **long-term leadership and residency role** within the framework of the [Talent Pool program](#) initiated by the Keron Foundation.

The Head of Library is expected to **relocate to Armenia and be based full-time in Yerevan**, playing an active on-site role in the development, operation, and cultural integration of the YSMU Library.

The appointment is envisioned for a **minimum commitment of five (5) years**, reflecting the scale of institutional transformation, team development, and knowledge transfer expected from this role.

This is **not a short-term consultancy or transitional assignment**. It is a founding leadership position intended for a professional motivated by **institution-building, mentorship, and long-term impact** within Armenia's medical education and research ecosystem.

Candidates should be prepared to integrate into the academic community, contribute to national capacity building, and take ownership of the library's strategic development over multiple years.

Job Summary:

The Head of Library is responsible for the strategic leadership, management, and continuous development of YSMU's state-of-the-art medical library. This role ensures the efficient operation of library services, the integration of modern digital resources, and the alignment of library functions with the university's academic and research goals. The Library Director will oversee collections, digital transformation, partnerships, budgeting, and staff supervision, while fostering an innovative and student-centered learning environment.

The role requires a long-term on-site presence in Armenia and a commitment to sustained institutional leadership and knowledge transfer.

Key Responsibilities:

1. Strategic Leadership & Development

- Develop and implement a **long-term strategy** for modernizing library services, ensuring seamless access to medical knowledge resources.
- Establish **policies and guidelines** that enhance the library's role as a **dynamic learning and research hub** for students, faculty, and researchers.
- Foster **collaborations with international medical libraries, research institutions, and digital resource providers** to expand access to top-tier medical literature.
- Support the **digitization of resources**, ensuring easy and remote access to learning materials.

2. Collection & Information Resource Management

- Oversee the acquisition, organization, and preservation of **medical books, journals, digital databases, and historical archives**.

- Ensure access to **leading international medical databases (e.g., PubMed, UpToDate, Cochrane Library, Scopus, Web of Science)** for research and education.
- Implement effective **open-access policies** and promote institutional research publications.

3. Library Operations & Service Excellence

- Supervise the **daily operations** of the library, ensuring an optimal environment for study, research, and academic collaboration.
- Develop and maintain **high-quality reference, research, and training services** for students, faculty, and medical professionals.
- Oversee the **implementation and optimization of advanced library digital management systems**, ensuring smooth cataloging, indexing, and metadata processing.

4. Training & Capacity Building

- **Develop and implement training programs for library staff** to enhance digital resource management, research support, and user engagement skills.
- Conduct **workshops and training sessions for academic staff and researchers** on using digital resources, medical databases, and evidence-based research tools.
- Promote **information literacy programs** to help faculty and students maximize the use of library resources for academic and clinical purposes.

5. Digital Innovation & Technology Integration

- Lead the **implementation and ongoing optimization of advanced digital library management systems**, ensuring seamless access and efficient processing of resources.
- Oversee the development of a **user-friendly digital platform** providing remote access to medical resources and interactive learning materials.
- Promote the adoption of **VR/AR-based learning modules** for medical education.
- Strengthen **cybersecurity and data protection measures** to safeguard user privacy and intellectual property.

6. Financial & Administrative Management

- Prepare and oversee the **library's budget**, ensuring efficient allocation of funds for digital tools, subscriptions, and infrastructure.
- Develop proposals for **grants and sponsorships** to enhance library funding.
- Oversee procurement and contracts for library services, negotiating with publishers and digital content providers.

7. Community & Stakeholder Engagement

- Engage with **faculty, researchers, and students** to tailor library services to their evolving needs.
- Organize **workshops, conferences, and training sessions** on academic publishing, research methodologies, and evidence-based medicine.
- Strengthen the library's role in **national and international medical education networks**.

Qualifications & Experience:

Required:

- **Master's degree in Library and Information Science (MLIS), Medical Informatics, or a related field.**
- **At least 7-10 years of leadership experience** in a university or medical library.

- Proven expertise in **implementing and managing advanced digital library management systems**.
- Strong understanding of **research methodologies, academic publishing, and open-access trends**.
- Experience in **developing and conducting training programs** for both library staff and academic staff.
- Excellent **strategic planning, team management, and stakeholder engagement skills**.
- Demonstrated willingness and ability to relocate internationally and commit to a long-term leadership role (minimum 5 years).

Preferred:

- PhD or **advanced specialization** in library science, knowledge management, or medical informatics.
- Experience in **grant writing and international partnerships** for research library funding.
- Familiarity with **artificial intelligence applications in information retrieval** and academic research is a plus.
- Fluency in **English, Armenian, and Russian**.

Key Competencies:

- **Strategic Vision** – Ability to shape the future of a modern medical library.
- **Advanced Digital Library Management** – Expertise in implementing and optimizing library digital management systems.
- **Leadership & Team Management** – Experience leading multidisciplinary teams.
- **Training & Education** – Ability to develop and deliver effective training programs for staff and faculty.
- **Communication & Networking** – Strong skills in collaboration, negotiation, and public speaking.
- **Budget & Project Management** – Ability to manage financial resources efficiently.

Application Process:

Interested candidates who are **ready to relocate to Armenia and commit to a minimum five-year on-site leadership role** are invited to submit their **CV, cover letter**, and a **strategic vision statement** for the YSMU Library to info@keronfoundation.am, copying also g.poghosyan@keronfoundation.am. Please note that the selection process will involve interviews conducted jointly by the **Keron Development Foundation** and **Yerevan State Medical University (YSMU)**.

Application Deadline: February 28, 2026