Employment Opportunities

The Galter Health Sciences Library is a dynamic organization that shares Northwestern’s commitment to excellence, and fosters the creation and sharing of knowledge among the faculty, staff, and students of Feinberg School of Medicine and its affiliates. The Library improves and enhances health care through innovation and leadership in the delivery, management, and use of quality information to support the educational, research, and patient care needs of our users. We work to build and sustain an inclusive and respectful environment and recognize the value of diversity in thought and approach as we carry out our mission. Galter Library encourages and supports a healthy work/life balance, and we support well-being for our team and our larger Northwestern community.

Listed below are the current employment opportunities at the Galter Health Sciences Library & Learning Center. To apply for any of these positions, please follow the directions in the full description. Northwestern University is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities. Women and minorities are encouraged to apply. Hiring is contingent upon eligibility to work in the United States.

Library Assistant

JobID #48896

Galter Health Sciences Library & Learning Center (GHSL) at Northwestern University Feinberg School of Medicine seeks a Library Assistant to join our Access Services team to perform basic library tasks to support both Galter Health Sciences Library (GHSL) patrons and library staff. The Library Assistant will answer basic questions about library resources, including physical materials, electronic resources, computer hardware and software, and library digital initiatives. They will provide superior customer service to internal and external customers and primarily serve as the first point of patron contact in a library that prides itself on exemplary service. The Library Assistant will actively participate in departmental and all-staff meetings as well as one or more working groups based on personal interest and /or need.

The individual filling this position will be required to work evening hours (11:45am – 8:15pm) and two weekend shifts (Sa – Su)

Full Description / Apply