



### **Reference Librarian (Hybrid)**

Southwestern Law School seeks an enthusiastic, forward-thinking JD to join the team as a Reference Librarian at the Leigh H. Taylor Law Library. This is a unique opportunity for legal professionals ready to pivot into a fulfilling academic role, where legal training and public speaking skills will shine, and continue to make a real impact.

Southwestern's Reference Librarian is a key part of a dynamic, mission-driven team, supporting the next generation of lawyers while doing meaningful work every day.

This role will have the opportunity to:

- **Teach and Inspire** – Help shape legal minds by teaching in our 1L legal writing and skills program, advanced legal research courses, and through guest lectures.
- **Be a Go-To Expert** – Provide high-level research support to students, faculty, alumni, and staff, both in-person and virtually.
- **Create Innovative Learning Tools** – Design LibGuides, online tutorials, and other resources to enhance research instruction.
- **Collaborate Across Campus** – Work closely with faculty and campus departments on exciting projects and committees.
- **Grow Professionally** – Engage with national library and legal research communities while developing your own professional path with our full support.

### **Knowledge, Skills, and Abilities:**

- Confident communicators with strong public speaking skills
- Passionate about teaching and mentoring
- Curious researchers with a knack for problem-solving
- Friendly, approachable, and service-oriented
- Excited by innovation in legal education
- Open to new challenges in a fluid, collaborative environment
- Able to work occasional evening or weekend shifts

- A Juris Doctor degree from an ABA-accredited school (or foreign equivalent) and must obtain an MLS (or its equivalent) from an ALA accredited institution within the next four years.

### **Preferred Knowledge, Skills, and Abilities:**

- Experience working in a law library
- Teaching experience in legal research or writing
- Advanced legal research coursework in law school
- Law Review, Journal, or Faculty RA experience
- Prior state or federal legal practice experience

### **A Career with Purpose, Growth, and Flexibility**

At Southwestern, we believe in nurturing our people. Southwestern's library leadership is deeply committed to supporting interests, including teaching, technology, access to justice, or anything in between. A Reference Librarian is a valued educator, mentor, and colleague.

**Salary:** \$100,000 to \$115,000, depending on experience

**To Apply:** For full consideration, submit a cover letter, CV, and three professional references to [jobs4@swlaw.edu](mailto:jobs4@swlaw.edu).

### **About the Leigh H. Taylor Law Library**

Southwestern Law School's Leigh H. Taylor Law Library is housed in the historic Bullocks Wilshire Building. Designed by renowned Los Angeles architects John and Donald Parkinson and conceived by business partners John G. Bullock and P.G. Winnett, the Bullocks Wilshire Building operated as a luxury department store for more than 60 years. In 1994, Southwestern purchased the art deco landmark and set out to convert it into a dynamic academic venue, while retaining its historic character. Through its adaptive reuse, the law school now utilizes the building for cutting-edge scholastic, professional and social resources that represent the heart of the Southwestern community. The school's beautiful and expansive Leigh H. Taylor Law Library, which occupies about one-third of the building, is the second-largest private academic law library in California.

### **About Southwestern Law School**

Diverse, Engaged, Inspiring. This is Southwestern Law School, which has a history of public service, innovative teachers, brilliant scholars, and trailblazing alumni. The vibrant

mid-city campus provides the ideal setting for the study of law, fostering an emphasis on community, diversity, and public service. Founded more than 110 years ago, Southwestern has developed a reputation for graduating lawyers who are well-rounded, entrepreneurial, and prepared to succeed. Southwestern has created a welcoming student-centered oasis within the vibrant city center of Los Angeles and includes one of the city's most historic architectural landmarks—the iconic Bullocks Wilshire building. This art-deco masterpiece is at the heart of the campus, which sits in the middle of the Los Angeles “public service corridor.” Southwestern is the only law school to offer five J.D. programs that differ in both scheduling and instructional approach. Southwestern is a leader in curricular innovation and expertise, particularly in the areas of entertainment and media law, advocacy, and public interest.

Southwestern Law School prohibits discrimination and harassment on the basis of race (including hairstyle and hair texture), ethnicity, color, religion, creed, ancestry, national origin, sex, gender (including pregnancy, childbirth, breastfeeding, or related medical conditions), sexual orientation, gender identity, gender expression, parental status, marital status, age (40 and over), disability (mental and physical), medical condition, citizenship status, military status or service, veteran status, genetic information, or any other classification protected by law in matters of admissions, employment, housing, or services, or in the educational programs (including retention of students) or activities Southwestern operates. Please direct all inquiries regarding Southwestern's nondiscrimination policies to:

General Counsel  
3050 Wilshire Boulevard  
Los Angeles, CA 90010  
(213) 738-6626