

Exhibitions and Engagement Librarian, Silicon Valley Archives

Please apply at: <https://careerssearch.stanford.edu/>
Requisition # 108519

A cover letter and resume are required. Position will be filled no sooner than September 1, 2026.

Stanford University Libraries is seeking a full-time Exhibitions and Engagement Librarian, Silicon Valley Archives to join the Humanities and Area Studies Resources Group. The [Libraries values](#) are rooted in a commitment of mutual respect, the idea that every member of the staff has something to contribute, and that learning is constant. We seek a team member who is ready to share their skills and perspectives.

About Stanford Libraries:

Stanford University Libraries is a network of over 15 libraries with over 400 employees. We are committed to fueling the teaching, learning and research across Stanford by acquiring, stewarding, and making available a robust collection, currently in excess of 12 million items. Everyone in the organization plays a vital role in fulfilling that objective. Our dedication to discoverability and information management also has us engaged in dynamic global partnerships. We are constantly building and strengthening our organization, and we recognize striving for excellence is a marathon and not a sprint. We are constantly trying to strike the right pace and admit there are times when we find ourselves at a fast jog. While we hope to always find candidates who fit within our organization, what we truly seek is someone who will add to our culture, our profession as well as the greater academic arena. We are invested in the success of our teams and the individuals who represent Stanford University Libraries.

About the Position:

The Silicon Valley Archives (SVA) is a curatorial unit within the History of Science and Technology collections of the Stanford University Libraries. It includes curatorial, acquisitions and interpretive activities and programs under the leadership of the Harold C. Hohbach Curator and the Harold C. Hohbach Historian. The fundamental purpose of the Silicon Valley Archives is to support research and instruction needs of Stanford faculty, staff, and students, as well as the larger community of scholars. This support is focused on all aspects of the history of Silicon Valley in its many meanings, whether as a particular place with a local history going back centuries or a wider nexus of ideas, narratives, and productive activity. Relevant fields thus include both the history of science and technology and media history, business history and labor history, US

history and the global history of capitalism, to mention only a few areas. The SVA's program is intensively expanding to document communities, forms of labor, media formats and technologies that have hitherto been underrepresented in both the archival repositories and the historical record of Silicon Valley. This is an opportunity to practice Public History and the Public Humanities in a central area of contemporary public concern.

The Exhibitions and Engagement Librarian (EEL), under the direction of the Hohbach Curator, is responsible for the engagement activities of the Silicon Valley Archives (SVA) and the Stanford Libraries' History of Science & Technology Collections. The responsibility for exhibitions includes developing connections with scholars, writers, and community groups to develop a cohesive and continuous schedule of programming. Particular requirements include the management, design, and installation of physical and interactive installations in Hohbach Hall, the east wing of the Cecil H. Green Library on the Stanford Campus, and the implementation of associated Web and library technologies (such as content management systems) to create online exhibitions, curated collections, and webpages. Engagement activities include putting on events such as exhibit openings or community discussions as well as engaging faculty, student, and community groups with SVA exhibits and outreach. The EEL also provides exhibition support to other Stanford Libraries units in a consulting role.

Exhibit development, coordination, design, preparation, installation, and associated publications and scholarship, are core activities of the EEL. It is anticipated that this work requires 50-75% of the EEL's effort, varying according to the SVA's exhibition calendar. The remainder of the EEL's time is devoted to work carried out to further community engagement with SVA collections and activities, whether through community events, collaborative scholarship, or other initiatives. Other tasks associated with SVA programs may be assigned as needs emerge.

Core Duties:

Exhibits (50-75%)

- Design, research, develop, and collaborate with colleagues to organize and mount two to three featured exhibits per year, plus smaller associated exhibits; the EEL is responsible for the complete design and installation of exhibits; the EEL also develops related programming with curators in conjunction with exhibits.
- Under the supervision of the Hohbach Curator, conceive and articulate ideas for exhibitions; pursue, facilitate, and bring about collaborations with faculty, library colleagues, students, and external partners to develop ideas for exhibitions consistent with Libraries' policies and practices; review and respond to proposals from faculty, students, and outside curators; solicit and manage exhibit proposal submissions.
- Prepare physical objects for display; in consultation with Libraries' Preservation Department staff and the Department of Special Collections, assess materials requiring conservation treatment, evaluate and manage light exposure risks, and

manage exhibit space and display needs. Coordinate loans of items for exhibitions, including preparation of loan documentation and condition reports.

- Develop, prepare, and manage exhibition budgets.
- Oversee policy compliance and prepare lending agreements for exhibitions.
- Train relevant staff and assistants in procedures for preparing and installing exhibits, handling and security protocols; supervise student staff working with the EEL to research and install exhibits.
- Document exhibits; maintain and process files for exhibits program archive.

Engagement (25-50%)

- With the Hohbach Curator and Hohbach Historian, develop and implement programs for increasing SVA outreach to on-campus groups and external visitors, co-curators, donors, and lenders.
- Assist in class instruction and provide in-class support, focusing on courses that culminate in or derive from an exhibit in Hohbach Hall.
- In consultation with the Associate University Librarian for Digital Library Systems and Services and his staff, identify and resolve accessibility barriers to SVA physical and digital programming in accordance with policy, standards, and regulations set forth by Stanford's Department of Accessible Education and Department of Digital Accessibility.
- Oversee planning, design, and content creation for SVA online exhibits.
- Coordinate production of SVA publications.
- Oversee compliance of exhibits and publications with Stanford Libraries branding and graphical identity to the extent necessary in conjunction with the Associate University Librarian for External Relations.

Collections-related

- For exhibit needs, work with processing staff in Department of Special Collections on preparation of metadata for digital/digitized and media collections prioritized for exhibits.
- For exhibit needs, work closely with Department of Special Collections staff and Metadata Department regarding local policies, best practices, and common standards for curating digitized and media collections.
- Develop, manage, and promote curated online SVA collections using Stanford Libraries services and technology.
- Provide support to researchers and the campus community as subject specialist for museum studies, museum education, and Public History.

The job duties listed are typical examples of work performed by positions in this job classification and are not designed to contain or be interpreted as a comprehensive inventory of all duties, tasks, and responsibilities. Specific duties and responsibilities may vary depending on department or program needs without changing the general nature and scope of the job or level of responsibility. Employees may also perform other duties as assigned.

MINIMUM REQUIREMENTS

Education and Experience:

- Bachelor's Degree plus advanced degree in Museum Studies, Library Science or Public History, or equivalent combination of a relevant advanced degree and experience.
- A minimum of three years of successful experience in exhibition design, preparation or installation in a library, archival or museum context, or equivalent work as part of an advanced degree.

Minimum Knowledge, Skills and Abilities:

- Experience working with library materials, both physical and digital.
- Excellent interpersonal, and oral and written communication skills.
- Demonstrated ability to work cooperatively in a diverse, dynamic, team setting.
- Experience or training in graphical design, web design, or image management is desired.
- Experience working with collections in areas related to the history of science & technology, U.S. history, and/or business and labor history, is highly desired.

Physical Requirements:

- Constantly sit, perform desk-based computer tasks.
- Frequently twist/bend/stoop/squat, grasps lightly/fine manipulation, grasp forcefully, sort/file paperwork or parts, lift/carry/push/pull objects that weigh up to 10 pounds.
- Occasionally stand/walk, reach/work above shoulders, writing by hand, kneel/crawl, climb (ladders, scaffolds, or other).
- Rarely use a telephone, operate hand controls.
- Must be able to push and maneuver a fully-loaded cart weighing up to 650 pounds that requires an initial push force up to 50 pounds.

* - Consistent with its obligations under the law, the University will provide reasonable accommodation to any employee with a disability who requires accommodation to perform the essential functions of his or her job.

Working Conditions:

- May work in confined spaces and at heights 4-10 feet; be exposed to dust and mold; work extended hours, evenings and weekends.

Work Standards:

- Interpersonal Skills: Demonstrates the ability to work well with Stanford colleagues and clients and with external organizations.

- Promote Culture of Safety: Demonstrates commitment to personal responsibility and value for safety; communicates safety concerns; uses and promotes safe behaviors based on training and lessons learned.
- Subject to and expected to comply with all applicable University policies and procedures, including but not limited to the personnel policies and other policies found in the University's Administrative Guide, <http://adminguide.stanford.edu>.

The expected pay range for this position at Librarian 1 is \$99,395 to \$109,000 per annum. Stanford University provides pay ranges representing its good faith estimate of the salary wage the university reasonably expects to pay for a position upon hire. The pay offered to a selected candidate will be determined based on factors such as (but not limited to) the scope and responsibilities of the position, the qualifications of the selected candidate, departmental budget availability, internal equity, geographic location, and external market pay for comparable jobs. At Stanford University, base pay represents only one aspect of the comprehensive rewards package.

Stanford is an equal employment opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other characteristic protected by law.

Why Stanford is for You:

Imagine a world without search engines or social platforms. Consider lives saved through first-ever organ transplants and research to cure illnesses. Stanford University has revolutionized the way we live and enrich the world. Supporting this mission is our diverse and dedicated 17,000 staff. We seek talent driven to impact the future of our legacy. Our [culture](#) and [unique perks](#) empower you with:

- Freedom to grow. We offer career development programs, tuition reimbursement, and course auditing. Join a TedTalk, watch a film screening, or listen to a renowned author or global leader speak.
- A caring culture. We provide superb retirement plans, generous time-off, and family care resources.
- A healthier you. Choose from hundreds of health or fitness classes at our world-class exercise facilities. We provide excellent health care benefits.
- Discovery and fun. Stroll through historic sculptures, trails, and museums.
- Envious resources. Enjoy free commuter programs, ridesharing incentives, discounts and more.