

Library Manager

The institution and the challenge

The Fundació Joan Miró Library is a space dedicated to the preservation, study and dissemination of the legacy of Joan Miró and Josep Lluís Sert, in addition to the 45-year history of the Fundació itself.

We are currently seeking a professional to position the library as a reference centre for studies on Miró. The person selected will be responsible for preserving and disseminating this valuable existing collection on the Fundació, the artist and his work.

Main duties:

- Planning the library's overall policy.
- Cataloguing, indexing, classifying and making inventories of the museum's bibliographic holdings, as well as maintaining and updating descriptive tools.
- Ensuring that the publications are physically handled correctly for their preservation and subsequent recovery, drawing up a specific plan if necessary.
- Participating in the preparation of an acquisition plan through the purchase, donation or exchange of bibliographic materials, as well as in the management of the library's digital documents and electronic resources.
- Serving the public during the library's opening hours and providing individual assistance to external and internal researchers.
- Supporting the research activities of the institution and the FJM-UPF Chair and ensuring the visibility of the Miró holdings on loan to the UPF Library.
- Actively participating in the definition and implementation of the library's use plan.
- Providing support for the cultural activities of the Fundació related to the library and suggesting activities to make these more dynamic.
- Designing proposals to disseminate and activate the museum's bibliographical collections and the activities carried out in it.

Who we are seeking

We are seeking a professional with a degree in Digital Information and Documentation Management, a degree in Information and Documentation, a diploma in Library and Information Science or equivalent.

With previous experience in library management, preferably specialising in art, architecture, design or cultural heritage collections.

Fluent in Catalan and intermediate-high level of English. Knowledge of French would be an advantage.

What we offer

An excellent opportunity to work in a knowledge and research space on the work of Joan Miró whose mission is to disseminate his legacy in dialogue with the creative work of artists from the 20th and 21st centuries, based on an interdisciplinary approach that combines the presentation of its collection with the organisation of temporary exhibitions, activities and projects in collaboration with other institutions.

Send your CV to the following email address: seleccion@placonsultoria.com.

Deadline for submitting applications: 31 January 2025.