VISITING DIGITAL COLLECTIONS LIBRARIAN

Posting ID: EM17A1356B
Company Website: https://www.library.unlv.edu/

Company: UNLV Libraries
Work Location: Las Vegas, NV

Position Type: Full-Time
Salary:

College Major(s): Computer Science (CS)
College Level(s): Graduate Student, PhD.

OVERVIEW

As a strong partner in student learning, UNLV Libraries fosters critical thinking and lifelong learning with innovative services, entrepreneurial staff, outstanding digital collections, up-to-date technology and internationally renowned Special Collections, including two research centers: the Center for Gaming Research and the Oral History Research Center. University Libraries is comprised of Lied Library and four branch libraries and we are a gateway to more than 20,000 electronic journals and 1.7 million books, including e-books. We welcome individuals with diverse backgrounds to join our growing organization of over 120 experienced faculty librarians and staff members supporting teaching, learning, research and creative endeavors at one of the nation's fastest growing universities.

Roles and Responsibilities

Reporting to the Head of Digital Collections for a two-year visiting appointment, the Visiting Digital Collections Librarian will join a robust digitization operation and work on projects designed to update legacy workflows and optimize them for future-oriented, high production digitization projects. This work includes: researching best practices for large-scale digitization, testing implementations of workflow proposals, technology troubleshooting, developing documentation for training the department's students and temporary workers, and collecting statistics on time and costs of digitization. The Visiting Librarian will gain exposure to the full range of the digitization life-cycle from capture of digital images through online access. They will be expected to work collaboratively to contribute to reduction of the Digital Collections backlog; including hands-on digitization projects, assigned metadata projects, workflow documentation projects, and statistics/assessment projects. As the Libraries explore migration to a new Digital Asset Management platform, there will be opportunities to participate in technology evaluation projects and migration activities.

Education and Qualifications

ALA-accredited graduate degree in library or information science;
Familiarity with the principles, standards, and best practices in digital asset management,
metadata, and cataloging;
Familiarity with principles, standards, and best practices in the management and description of archival materials;
Demonstrated ability to quickly learn new concepts and technologies;
Aptitude for complex, analytical, and technical work with an attention to detail;
Ability to effectively work independently or as part of a team;
Strong verbal and written communication skills;
Ability to manage multiple priorities and competing deadlines;
Demonstrated ability to work collaboratively with diverse colleagues; and
Evidence of energy, creativity, initiative, and commitment to professional growth.

Preferred Skills
Experience with cultural heritage imaging;
Experience with digital asset management systems and/or digital preservation;
Experience creating metadata (DC, EAD, MARC) using library and archival descriptive standards (RDA, DACS) and controlled vocabularies (LCSH, LCNAF, AAT); and
Project management experience.

How to Apply
https://www.higheredjobs.com/institution/details.cfm?JobCode=176553428&Title=Visiting%20Digital%20Collections%20Librarian%2C%20University%20Libraries%20%5B17104%5D&aID=584