Metadata Librarian

Regular, Full Time Librarian Appointment

Description
The Metadata Librarian provides leadership and support for the description of print, digital, and archival research collections. The Metadata Librarian employs various library and archival metadata schema and vocabularies. Where appropriate, she/he will apply linked data principles and standards to allow UVic Libraries to better interoperate with metadata around the world. The Metadata Librarian leads, trains, and manages staff members and others in metadata-related activity and documents and operationalizes metadata best practice. They leverage technological solutions to problems when appropriate.

- Create bibliographic and authority metadata for library material in UVic’s Integrated Library System
- Create metadata for digital collections and archival resources within various systems
- Assist with managing the production of bibliographic, authority, and digital collection metadata
- Work with stakeholders to establish metadata and cataloguing policies
- Remediate, migrate, and transform metadata in various systems
- Establish efficient and sustainable metadata workflows, leveraging appropriate tools, systems, and techniques
- Manage projects & provide leadership and training
- Assist with UVic Libraries’ application of linked open data principles and standards
- Leverage metadata and system expertise to create reports
- Provide metadata consultation and support for library and campus projects
- Document and communicate decisions related to metadata policy, procedure, and workflow
- May undertake liaison and collection duties in an appropriate area of expertise

Reporting
Situated within the Metadata unit of UVic Libraries, the Metadata Librarian reports to the Head of Metadata, who in turn reports to the Associate University Librarian, Learning and Research Resources. Works closely with colleagues across the Libraries.

Qualifications
Required: Master’s degree from an accredited school of library science, or a Master’s or higher degree in another discipline with expertise and excellence in professional practice relevant to the position if the candidate agrees to complete a MLS from an accredited school of library science before the end of the probationary period; knowledge of library and archival standards and principles; knowledge of metadata standards and vocabularies; demonstrated ability to leverage technology to solve problems; demonstrated ability to manage projects; superior written and spoken communication skills.
Desirable Qualifications: experience working in a digital asset management system; experience working in an Integrated Library System or Library Services Platform; experience remediating large sets of metadata; experience with linked open data standards, systems and formats; reading proficiency in a language/s other than English.

FOR A FULL POSITION DESCRIPTION SEE: https://www.uvic.ca/library/use/info/jobs/index.php

Salary and Benefits
Salary will be commensurate with qualifications and experience. A comprehensive benefits package is provided.

Faculty and Librarians at the University of Victoria are governed by the provisions of the Collective Agreement Collective Agreement. Members are represented by the University of Victoria Faculty Association (www.uvicfa.ca). Standards of performance are assessed as set out in the Evaluation Policy for Librarians.

The University of Victoria
The University of Victoria is consistently ranked in the top tier of Canada’s research-intensive universities. Vital impact drives the UVic sense of purpose. As an internationally renowned teaching and research hub, we tackle essential issues that matter to people, places and the planet. Situated in the Pacific Rim, our location breeds a profound passion for exploration. Defined by its edges, this extraordinary environment inspires us to defy boundaries, discover, and innovate in exciting ways. It’s different here, naturally and by design. We live, learn, work and explore on the edge of what’s next—for our planet and its peoples. Our commitment to research-inspired dynamic learning and vital impact make this Canada’s most extraordinary environment for discovery and innovation. Experience the edge of possibilities for yourself.

UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity. Read our full equity statement here: www.uvic.ca/equitystatement.

Persons with disabilities, who anticipate needing accommodation for any part of the application and hiring process, may contact Faculty Relations and Academic Administration in the Office of the VP Academic and Provost at FRrecruit@uvic.ca. Any personal information provided will be maintained in confidence.

All qualified candidates are encouraged to apply; in accordance with Canadian immigration requirements, Canadians and permanent residents will be given priority. Please indicate in your application package if you are a Canadian citizen or permanent resident.

Please submit a cover letter, CV, and names of three (3) references by the end of the day, Tuesday, September 24, 2019 to: Jonathan Bengtson, University Librarian, University of Victoria Libraries ulo@uvic.ca

We thank all applicants in advance for their interest, however only those under consideration will be contacted.