2021/2022 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: LIBR6 - Historical Textbook Digital Library Assistant

EMPLOYEE GROUP: CUPE

DEPARTMENT NAME: LIBR_AULR

CONTACT NAME: Pia Russell, Education Librarian

JOB DESCRIPTION:

At the direction of UVic Libraries’ Education Librarian, The Historical Textbooks Digital Library Assistant will assist with the physical and digital organization and categorization of the libraries’ Historical Textbooks Digital Library. Tasks include: cross-referencing holdings with lists such as historical BC Ministry of Education curriculum guides; brief description; transcription; tagging and/or encoding; and some web work. Ample training and guidance will be provided. This digital library can be browsed via this link on the UVic Libraries’ digital collections page: https://www.uvic.ca/library/featured/collections/about/curriculum-textbooks.php

QUALIFICATIONS:

Undergraduate in History, Education, Indigenous Studies, or Gender Studies preferred. Applicants must have strong interpersonal skills as well as the ability to work productively on their own, in a team, and directly with a supervisor. Having a willingness to learn and being reliable and conscientious are important. Strong writing and editing skills, as well as good attention to detail, are essential. Experience or knowledge of heritage, cultural, or educational institutions is an asset but not necessary.

JOB LOCATION ON-CAMPUS: Mearns Centre for Learning-McPherson Library

WORK STUDY WAGE: $16.00/hour (including 4% vacation pay)

HOURS AVAILABLE: 115

HOW TO APPLY: Apply by Thursday, September 30, 2021 to:
Pia Russell, Education Librarian
Mearns Centre for Learning- McPherson Library
250-721-8259
prussell@uvic.ca

APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php