




Metadata Librarian


 University of Arkansas Libraries


 Fayetteville, Arkansas, United States (On-Site)


Member Company


9 days ago


 Job Type
Full-Time


 Job Duration
Indefinite


 Salary
\$55,000.00 - \$55,000.00


 Library or Company Type
Academic/Research (College/...

 Min Experience
1-2 Years

 Min Education
Master's Degree

 Required Travel
0-10%

 Salary - Type
Yearly Salary

 See more

Description

The University of Arkansas Libraries invite nominations and applications for the position Metedata Librarian.

Reporting to the Director of Metadata and Preservation Services, the Metadata Librarian serves as the primary metadata specialist for the Libraries’ CONTENTdm digital collections, working collaboratively with the department head, the Digital Services Department, the Special Collections Division, and other staff in Content Services to complete individual projects. The librarian also collaborates with the Office of Scholarly Communications and User Services to create metadata for University of Arkansas Department of Music concert recordings in the ScholarWorks (Digital Commons) institutional repository. The librarian creates metadata for other types of digital projects and collections as needed and performs original and complex copy cataloging for media materials in a variety of formats. The librarian maintains knowledge of current and emerging standards, tools, and best practices and will document metadata and cataloging procedures for assigned areas of responsibility. The librarian serves on the department’s leadership team.

Librarians hold faculty status and contribute to the teaching, service, and research mission of the University. Library faculty are vital members of the scholarly community and engage with current professional trends and literature, pursue the discovery of new knowledge related to their field of expertise, share the results of their scholarly work through presentations and publications, and engage in professional service at the Libraries, campus, state, and national levels.

Relocation allowance available. Benefits include TIAA or Fidelity Investments, 22 days of annual leave, tuition reduction, health insurance, and funding support for research, service, and professional development activities.

Additional Information:

Interested in learning more about this position or the application process? Attend a confidential information session via zoom:

Tuesday, February 13, 3-4 pm CDT: <https://uark.libcal.com/event/11958482>

The zoom link will be emailed to registered participants 24 hours prior to the session.

Requirements

Minimum Qualifications

- Masters in Library and/or Information Science from an ALA-accredited institution or equivalent institution
- Experience with non-MARC metadata standards for digital materials such as Dublin Core, MODS, or EAD
- At least one year of demonstrated relevant experience cataloging library materials, including original cataloging and applying controlled vocabulary
- Demonstrated experience using MARC21, RDA/AACR2, Library of Congress (LC) Subject Headings, and classification schemes such as LCC
- Demonstrated experience with OCLC Connexion or a similar bibliographic utility and the technical services related functions of an integrated library system

Preferred Qualifications

- More than one year of relevant professional experience with cataloging and authority work in a mid- to large size academic or research library or equivalent
- Demonstrated experience with digital repository systems/software such as CONTENTdm or Digital Commons
- Demonstrated experience using Ex Libris’ Alma-Primo ILS
- Demonstrated experience with documenting technical processes
- Demonstrated experience with music or media cataloging

Knowledge, Skills, and Abilities

- Familiarity with cataloging tools like Cataloger's Desktop, RDA Toolkit, and Classification Web
- Knowledge of tools for manipulating bibliographic data such as MarcEdit, OpenRefine, XSLT, or Oxygen
- Excellent analytical, problem-solving, and organizational skills including meeting project deadlines
- Ability to work independently and to collaborate with others

APPLY

- Working knowledge of word processing software and spreadsheets
- Commitment to building and supporting diversity, equity, inclusion, and accessibility

Job ID: 72353030



University of Arkansas Libraries

Library
Fayetteville , Arkansas , United States

The University of Arkansas places students first by enhancing academic programs, creating an engaging campus life, reducing obstacles, enhancing diversity, improving graduation rates, and marshaling the expertise of the faculty, staff, and students. The University is classified by the Carnegie Foundation as a research university with very high levels of research activity (RU/VH). The University provides a superior campus landscape and environment while designing and building world class facilities. The funding for research a...

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