

Metadata Librarian, Librarian I or II

Posting #FALI01-20

Geoffrey R Weller Library Continuing, Full-Time

The University of Northern British Columbia is a University both in and for the north, and this mission has instilled a strong sense of ownership, purpose, and adventure among their students, alumni, faculty, staff, and the communities they serve. UNBC is also Canada's Green University™, leading the way to a more sustainable future for all. UNBC is honored to serve diverse traditional territories that are home to numerous First Nations and other Indigenous groups.

UNBC, in conjunction with the Geoffrey R Weller Library, invites application for a full-time continuing Metadata Librarian position.

Reporting to the University Librarian and working collaboratively with Technical Services and Archives, the Metadata Librarian joins a small team of dedicated librarians in enhancing research and learning at UNBC. This position will bring expertise in library classification and description and will take the lead in implementing recent advances in metadata and cataloguing such as RDA, FRBR-LRM, BIBFRAME and linked data. The Metadata Librarian provides expertise in the development, implementation and assessment of metadata policies and procedures while monitoring external developments and changing needs in these areas. This position will holistically consider metadata across UNBC's collections, including MARC and non-MARC metadata. All librarians provide reference and instruction and liaise with academic programs. Librarians at UNBC contribute to the body of research in their field and are encouraged to actively participate in appropriate associations, user groups and standard bodies.

Responsibilities of this position include:

- Ensuring UNBC collections are accessible and exposed through appropriate discovery layers, catalogues and search engines
- Managing and maintaining accuracy of the bibliographic and holdings data in the ILS
- Managing and maintaining accuracy of the Institutional Repository and working collaboratively to develop collections, set procedures and policies, and ensure the sustainability of the repository
- Creating and maintaining local documentation on metadata standards and application guidelines
- Collaborating with UNBC faculty and staff to provide project-based metadata support
- Providing training regarding resource description, metadata remediation, and management
- Cataloguing materials in a range of formats, adhering to international standards and local policy decisions
- Fulfilling a liaison librarian role in designated disciplines through the support of teaching, research, collection development, graduate library research, and the provision of information literacy sessions
- Actively participating in the provision of reference services (face-to-face and virtual), both locally and provincially via AskAway
- Contributing to the collegial leadership of the library by participating in Library and University committees. Keeping current on metadata and cataloguing trends and best practices
- Other duties may be required or assigned as library priorities and initiatives change

Required Qualifications

- A graduate degree from an ALA-accredited program in librarian and information science
- 2+ years related experience working in an academic library
- Demonstrated knowledge/experience with:
 - Standards: MARC 21, RDA, LCC/LCSH
 - Software: ILS (Sierra experience preferred), MarcEdit
 - Workflows: Batch processes for metadata manipulation, remediation, enhancement, and import/export from the ILS
- Demonstrated technological aptitude
- Prior success in leveraging technology to improve processes, conceive initiatives, and solve problems
- Strong analytical and problem-solving skills, independent decision-making ability, accuracy, and attention to detail
- Excellent oral and written communication skills and the interpersonal ability and enthusiasm to work collaboratively on initiatives to enhance the research and learning experience at UNBC
- Experience with teaching and/or training

Strongly Preferred Qualifications

- Understanding of:
 - Metadata models/standards/markup languages: FRBR-LRM, XML, MODS, Class FC (Canadian history), Class PS8000 (Canadian literature)
 - Software: OCLC Connexion client, digital repository systems (Islandora preferred), OJS
 - Workflows: Authority control, metadata conversions (e.g. MODS XML-MARC21)
 - Digital preservation standards and best practices
- Knowledge of linked data principles and emerging trends in resource description and discovery (i.e. RDF, URIs, BIBFRAME)
- Experience in:
 - Migrating ILS platforms and record remediation
 - Supervision, especially for technical operations and project work

Appropriate combinations of Required and Preferred qualifications will be considered.

To Apply

Applicants should forward their cover letter, curriculum vitae and the names and addresses of three references (including telephone, fax, and email information) quoting competition #FALI01-20 to:

The Office of the Provost, University of Northern British Columbia
3333 University Way, Prince George, B.C., V2N 4Z9

Email submissions: FacultyRecruitment@unbc.ca
Inquiries: Dr. Bill McGill, Geoffrey R Weller Library
Bill.McGill@unbc.ca
(250) 960-6468

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. The University of Northern British Columbia is committed to employment equity and encourages applications from women, aboriginal peoples, persons with disabilities and members of visible minorities.

We thank all applicants for their interest in UNBC however, only those applicants selected for further consideration will be contacted.

Applications received on or before July 30, 2020, will receive full consideration; however, applications will be accepted until the position is filled.