Mary P. Key Diversity Resident: Metadata Transformation

The Ohio State University (OSU) Libraries seeks a dynamic and self-motivated librarian for the position of Mary P. Key Diversity Resident. OSU Libraries’ two-year Mary P. Key Diversity Residency Program is designed to provide mentorship through a successful transition from academic training to research librarianship, to provide the opportunity for hands-on exposure in many areas of the University Libraries’ operations, and to increase diversity from underrepresented groups for academic librarianship and The Ohio State University Libraries. The program provides professional development in a nurturing, yet productive, real world environment at one of the top 10 public university libraries in the country. The resident will be encouraged to participate in selected workshops, conferences, institutes, and committees and develop a robust portfolio of engagement at the start of their library career.

During 2015-2017, the resident will advance the Libraries digital initiatives through enhanced metadata design and transformation. OSU Libraries is currently accelerating and reconfiguring our digital initiatives program. New infrastructures, including a digital preservation repository, image management system, and digital exhibits platform along with initiatives to scale up digital collections will require substantial investment in metadata. As the library community prepares for a non-MARC based infrastructure, OSU Libraries is committed to exploring opportunities and rethinking current practices to prepare the Libraries’ data for this future. The resident will work collaboratively across the organization to advance the Libraries’ metadata program to prioritize, document, and execute metadata activities, to ensure that metadata for digital collections (often represented by diverse data types) are effectively integrated with traditional library collections across various discovery tools, migrate metadata between systems, and ensure that metadata is being created and maintained according to best practices.

Responsibilities:

- Support development of metadata guidelines. The resident will work with a variety of stakeholders to support the research and documentation components of developing guidelines for metadata for the OSU Libraries. Once developed, the resident will participate in creating, maintaining, and transforming metadata according to these guidelines.
- Transition of metadata to ArchivesSpace. Migrate metadata to the newly-implement archival management systems using a variety of workflows including EAD loading, transformation of MARC, and other data sources. Identify, plan, and implement data normalization and clean-up projects.
- Migration of existing content to the IMS. The resident will work on mapping and transforming metadata to migrate to the new Image Management System (IMS).
- Metadata transformation for the Knowledge Bank. The resident will have the opportunity to learn relevant skills and standards by performing metadata transformation to prepare content for Knowledge Bank, OSU Libraries’ Institutional Repository
- Assist in the growth and development of metadata infrastructure to support Digital Initiatives and prepare OSUL for the transition from the present MARC environment to one that facilitates the management and use of library data as linked data (e.g. BIBFRAME, RDF, schema.org).
- Serve on selected library committees.
- Begin development of a research agenda that will contribute to an area of scholarship.

Required qualifications:

- Master’s degree in Library/Information Science from an ALA-accredited program with a focus on metadata or digital libraries, completed by the time of appointment
- Knowledge of one or more library metadata standards
- Flexibility and creativity in adapting to rapidly changing metadata management environments
- Effective oral, written, and interpersonal communication skills
- Excellent analytic skills, including complex problems solving
- Interest in professional development and research
Preferred qualifications:

- Experience in project planning, workflow development, and/or writing documentation
- Experience working with library metadata standards, such as RDA, AACR2, and MARC, and non-MARC metadata standards such as Dublin Core, VRA Core, METS or MODS
- Proficiency in XML or other relevant computer programming skills
- Ability to work effectively and creatively in a collaborative and complex environment

About the Appointment
This is a full-time, two year Visiting Faculty (non-tenure track) position. As a Visiting Faculty member, the resident is strongly encouraged to engage in professional research and publication. The resident will provide a faculty annual report as well as periodic reports to the Diversity Committee to track progress on established objectives. Salary is commensurate based on qualifications and experience.

About The Ohio State University:
Founded in 1870, The Ohio State University is a world-class public research university and the leading comprehensive teaching and research institution in the state of Ohio. With more than 63,000 students (including 56,000 in Columbus), the Wexner Medical Center, 14 colleges, 80 centers and 175 majors, the university offers its students tremendous breadth and depth of opportunity in the liberal arts, the sciences, and the professions.

The Ohio State University Libraries contribute to the University’s eminence as dynamic partners and campus leaders in advancing inquiry and discovery for OSU, the state of Ohio and for an ever expanding community of world scholars. Additional information about The Ohio State University Libraries is available at http://library.osu.edu.

Benefits:
The University offers competitive benefits in the form of 22 days’ vacation, 15 days’ sick leave, 10 holidays, hospitalization, major medical, surgical-medical, dental, vision, long-term disability insurance, and life insurance at 2.5 times one’s annual salary. State and alternative retirement choices are also available. For a summary of benefits, see: http://hr.osu.edu/hrpubs/ben/fs-bensummaryreg.pdf.

Application:
Applications will be accepted until the position is filled. Preference will be given to applications received by May 15th, 2015. Please send cover letter, CV, references, and salary history and requirements to Erica Jonak at jonak.3@osu.edu. Please include the position title in the subject field.

Contact Information: Erica Jonak, Human Resources, 1858 Neil Avenue Mall, Columbus, OH 43210, 614-247-8887

*The Ohio State University is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation or identity, national origin, disability status, or protected veteran status.*