Memorial University of Newfoundland invites applications for a three-year contract position in the Memorial University Libraries system.

**The person we want to hire**

Memorial University Libraries is seeking a creative, collegial, and collaborative librarian who stands at the intersection of traditional cataloguing, modern metadata, Linked Data, and digital scholarship. The person we want to hire will be versatile, forward-thinking, and able to pivot from refining MARC cataloguing data to providing guidance on metadata best practices for digital objects. This person will extend the reach of Cataloguing & Metadata by helping to craft the Division’s approach to the evolving world of library data and by sharing the Division’s expertise in description and discovery with the community of Memorial University scholars.

The successful candidate will hold a graduate degree from an ALA-accredited program in library and information science, and have experience working in an academic, government, or other large research library. S/he will be proficient in MARC 21, Dublin Core, RDA, and LCC/LCSH, and must demonstrate a strong understanding of authority control, XML, FRBR-LRM, and BIBFRAME. The ideal candidate will have strong analytical and problem-solving skills and be both practical and innovative in approach. S/he will have excellent interpersonal abilities and enthusiasm for working collaboratively to support initiatives that enhance the research and learning experience of Memorial University students, faculty, and staff.

**Responsibilities:**

- Collaborate with the Division’s librarians to deliver a range of cataloguing and metadata services and to develop a Divisional Linked Data strategy
- Collaborate across Divisions to provide project-based metadata support
- Collaborate with constituencies within Memorial University Libraries, Memorial University, and the broader local community
- Extract, transform, and load bibliographic and holdings data housed in our library services platform
- Customize and load vendor-supplied record sets
- Catalogue materials in a range of formats, adhering to international standards (e.g. MARC, RDA, NACO, LCSH, LCC, MeSH, NLM, etc.) and local policy decisions
• Advise on Divisional policies, standards, and workflows for resource description
• Serve on library, university, and professional committees
• Engage in research and scholarly activities

Required Qualifications:
• ALA-accredited Master’s degree in Library and Information Science
• 2-3 years’ experience in an academic, government, or other large research library
• Experience working with cataloguing standards (e.g. MARC, RDA, NACO, LCSH, LCC, MeSH, NLM, etc.)
• Experience working with metadata standards (e.g. DC, METS, MODS, PREMIS, etc.)
• Working knowledge of metadata tools and systems for creating, editing, harvesting, and transforming metadata (e.g. MarcEdit, XML, OpenRefine, Oxygen, OAI-PMH)
• Demonstrated familiarity with Linked Data and BIBFRAME
• Experience working with a digital assets management system (e.g. ContentDM, EPrints, etc.)
• Awareness of current issues and trends in electronic resource management, metadata management, and technology as it relates to metadata management
• Aptitude for complex, analytical work with an attention to detail
• Ability to adapt to changing technology and library systems
• Excellent oral and written communication skills

Preferred Qualifications:
• Familiarity with grant writing
• Familiarity with a scripting language, regular expressions, APIs, etc.
• Experience in name authority work and disambiguation systems such as NACO, ORCID, and VIAF

Who we are

The Cataloguing & Metadata Division is located in the Queen Elizabeth II Library, the central library in the Memorial University Libraries system. The Division is the largest technical services unit in the library system and is responsible for description of a large research collection in all formats for all our libraries, as well as for digital library metadata. Memorial University Libraries is proud of our open access initiatives, including our Digital Archives Initiative and our Research Repository. Memorial University Libraries uses Ex Libris Alma, Primo, and Leganto. Librarians at Memorial University Libraries are part of the Memorial University of Newfoundland Faculty Association (MUNFA). Memorial University Libraries supports the University’s research agenda and student success at all levels.
For more details about Memorial University Libraries, visit our website at: http://www.library.mun.ca

As the province's only university, Memorial University plays an integral role in the educational and cultural life of Newfoundland and Labrador. Offering diverse undergraduate and graduate programs to 18,000 students, Memorial University provides a distinctive and stimulating environment for learning. St. John’s is a safe, friendly city with great historic charm, a vibrant cultural life, and easy access to a wide range of outdoor activities.

**Benefits**

A three-year contract appointment at the rank of Librarian I or II is anticipated. Based on experience and qualifications, salary ranges as of September 1, 2016, are $59,210-$74,204 and $67,778-$91,340 respectively. Memorial University offers standard academic benefits including opportunities for professional development time.

**Procedure**

The deadline for applications is September 29th, 2017. Please cite competition number VPA-QEII-2017-001.

Interested qualified individuals should send a curriculum vitae (CV) and the names, mailing addresses, email addresses, and telephone numbers of three references to:

Susan E. Cleyle  
University Librarian  
Memorial University Libraries  
St. John’s, NL Canada A1B 3Y1  
Email: univlib@mun.ca  
Tel: (709) 864-3862 Fax: (709) 864-2153

Memorial University of Newfoundland is committed to employment equity and encourages applications from qualified women and men, visible minorities, aboriginal people, and persons with disabilities.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.