Western Libraries invites applications from candidates who are passionate about the opportunity to transform our existing metadata work into the next generation of academic library services. We are seeking creative and forward-thinking candidates to apply for a Metadata Management Librarian (MML) position. This appointment, which may be filled as a full-time Probationary or Continuing Appointment depending on the experience of the successful candidate, is available beginning immediately and will be filled at a rank and salary commensurate with qualifications and experience. Reporting to the Head, Metadata Access, the Metadata Management Librarian works as a member of the Library Information Resources Management (LIRM) unit.

LIRM is responsible for carrying out the traditional activities of acquisition, cataloguing, and providing access to library materials and will play a leading role in emerging local services, such as research data management, digital preservation, and digitization, plus collaborative efforts for print preservation and shared library services. As a team member in LIRM, the Metadata Management Librarian will provide metadata expertise to Western Libraries and the broader Western community of researchers.

The successful candidate will have strong knowledge of and skills in cataloguing and metadata, and will:

- Lead projects to advance the development and implementation of emerging services that will require metadata expertise
- Contribute to the design and implementation of metadata standards for digital curation
- Contribute to the development and application of metadata crosswalks and data conversion routines
- Maintain awareness of and engagement with national and international trends and developments in cataloguing and metadata standards as well as bibliographic and authority control
- Develop and apply best practices for metadata standards
- Monitor, interpret, and assist with changes in non-MARC metadata standards
- Train and mentor colleagues working with metadata for digital materials
- Develop, evaluate, and implement policies, procedures, and workflows to facilitate discovery of materials
- Serve as a resource expert for cataloguing staff and perform limited original cataloguing
- Troubleshoot issues related to workflow, cataloguing, and authority control
**Required Qualifications and Experience**

**Required:**

- Master’s degree from a program accredited by the American Library Association (ALA), or equivalent degree, or a PhD degree in library and information science, or equivalent degree
- Experience in online cataloging for an academic library, including non-MARC formats and authority records
- Experience in professional metadata creation in an academic or research library or equivalent professional venue (e.g. museum, grant project, historical society)
- Knowledge of current issues in application of metadata standards
- Ability to work with faculty, staff, students, and community members independently and as a team member respecting diversity, equality, and inclusiveness
- Demonstrated ability to communicate effectively in multiple formats to diverse audiences
- Ability to apply critical thinking when planning, prioritizing, and organizing work activities
- Ability to exercise creativity, resourcefulness, and initiative in analyzing and resolving complex problems
- Flexibility working with multiple assignments and timelines
- Skill in planning, implementing, and assessing projects
- Aptitude for learning new technologies and standards
- Attention to detail

**Preferred:**

- Experience in editing and transforming metadata
- Experience with migration and remediation of legacy metadata
- Experience with databases or digital asset management systems
- Working knowledge of languages and/or scripts other than English
- Familiarity with linked data principles and tools
- Familiarity with markup languages: XML; protocols, such as the OAI-PMH; and approaches to conceptual modeling, such as RDF (i.e., linked data)
- Knowledge of programming languages and data manipulation tools, such as XML, XTF, XSLT, and OpenRefine

**Environment**

Western Libraries is committed to excellence: anticipating information and service needs related to the University’s goals for research and scholarship, teaching and learning, and service to our university community and key partners. The University’s strategic plan emphasizes research excellence and internationalization as key priorities. Western Libraries Strategic Plan 2015-2020: Engage. Empower. Excel. aligns with the University’s plan and includes as key outcomes the enhancement of the Libraries’ physical and virtual infrastructure, as well as enhancing and expanding access to collections. To achieve these outcomes Western Libraries is undertaking exciting transformations of its services, collections, facilities and organizational culture. In this context, Library Information Resources Management librarians and library assistants anticipate evolving information and service needs related to the University’s and Western Libraries’ priorities and provide support to the Virtual Library and eight physical service locations that comprise Western Libraries.

LIRM’s area of responsibility includes effective management of an annual collections budget of $14 million for the acquisition, access provision to and cataloguing of information
resources in support of the University’s priorities for research and scholarship, and teaching and learning. LIRM also maintains a complex and comprehensive database with records for over 11 million items, with annual additions to the database of 60,000+ records.

Librarians at Western are Members of the Librarians and Archivists Bargaining Unit represented by The University of Western Ontario Faculty Association. Terms and conditions of employment, including salary and benefits, are governed by the Librarians and Archivists Collective Agreement. Librarians and Archivists have academic status and responsibilities related to professional practice, academic activity and service (all as defined in the Collective Agreement). Rank and salary will be commensurate with qualifications and experience. The 2016/17 annual minimum floor salaries for each rank are as follows: Senior Librarian - $89,294; Associate Librarian - $74,360; Assistant Librarian - $64,226; General Librarian - $58,359. As outlined in the UWOFA-LA Collective Agreement, Western offers a comprehensive benefit package including but not limited to extended health, dental, vision and pension.

Western Libraries, one of Canada’s leading research libraries, is a member of the Ontario Council of University Libraries, the Canadian Association of Research Libraries, the Association of Research Libraries, the Center for Research Libraries, and the Canadian Research Knowledge Network. Recognized for the quality of its staff, the access and services provided, and its outstanding print and digital collections, Western Libraries supports the University’s mission to create, disseminate, and apply knowledge for the benefit of society through excellence in teaching, research, and scholarship.

Learn more about Western Libraries
Learn more about Western University
Learn more about the Librarians and Archivists Collective Agreement
Learn more about the University of Western Ontario Faculty Association

Application Procedures

Applicants are required to submit a covering letter, a curriculum vitae, and the names and contact information for three professional references, by March 31, 11:59 PM (EDT) to:

Office of the Vice-Provost & Chief Librarian
Western University
Email: libarc@uwo.ca

Only applications received by email will be considered.
Please submit your application package as a single electronic file (MS Word or pdf).
Please quote in the subject line reference #: METADATALIB-0117

Please ensure that the form available at http://uwo.ca/facultyrelations/libs_archs/Application-FullTime--Position-Form-Lib%20Final.pdf is completed and included in your application submission.

Business Address:
Western University, 1151 Richmond Street N., London, ON N6A 5B8

Positions are subject to budget approval. Applicants should have fluent written and oral communication skills in English. The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.
In accordance with Canadian immigration requirements, priority will be given to Canadian citizens and permanent residents.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact libarc@uwo.ca

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