

Position: Metadata Librarian, Cataloging and Metadata Department (Search #106361)

Deadline: April 22, 2019

Pay Grade: 29E or 30E

The [University of Delaware Library, Museums and Press](#) seeks a dynamic librarian to consult on and implement workflows across the entire metadata lifecycle, from creation through discovery, management, and digital preservation of the works acquired and created by the University of Delaware community. The incumbent will determine how best to convert legacy metadata scripts into maintainable automated services, and will pursue standardization of descriptive metadata practices across formats, programs, and systems, in service of high-quality interoperable metadata that enhances access, through a variety of platforms (e.g., catalog, institutional repository, WWW) to the collections of the Library, Museums and Press. This position will be the University of Delaware's project manager for collaborative metadata partnerships across the state or with other libraries and cultural heritage organizations.

Reporting to the Head, Cataloging and Metadata Department, major responsibilities include:

- Collaboratively develop and implement metadata workflows and quality standards.
- Improve metadata interoperability across various schemas and software platforms.
- Assist with automating and integrating workflows for metadata creation and related processes (such as reformatting and digitization).
- Develop and maintain positive, collaborative relationships with staff across the Library, Museums and Press, across campus, and with our external partners, as appropriate, to foster improved metadata practices.
- Improve the maintainability and reliability of existing metadata processing scripts.
- Migrate, remediate, and enhance legacy metadata. Conduct periodic review and maintenance of existing metadata records. Develop and/or implement tools to support remediation projects.
- Define metadata migration flows to support transitions to new systems.
- Create and manage metadata for items and objects in multiple formats, tangible and digital.
- Transform or "crosswalk" metadata using standard tools and scripts.
- Work closely with current and future project partners and provide leadership in the creation of effective practices for metadata creation, metadata analysis, and project workflow improvements.
- Work directly with data harvesting and aggregation tools such as REPOX.
- Actively engage in professional development and other scholarly activities.

Qualifications: ALA-accredited MLS/MLIS degree or relevant advanced degree in informatics or information management; experience with one or more tools to create, extract, transform, analyze, and manage quality of metadata records; experience with platforms that manage and provide access to digital content, such as DSpace and Artstor; experience with one or more metadata content and encoding standards such as MARC/MARCXML, Dublin Core, EAD, PREMIS, VRA Core, Cataloguing Cultural Objects (CCO), MODS, METS; working knowledge of Linked Data best practices with standards such as RDF and SPARQL and in projects such as BIBFRAME; familiarity with traditional cataloging practice and rules such as AACR2 and RDA; excellent analytical and problem solving skills combined with

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attention to detail for complex work; experience managing a complex workload and shifting priorities; ability to communicate effectively, orally and in writing (including documentation), with stakeholders at all levels of technical expertise; ability to work effectively in a shared decision-making environment, as both a teammate and a project leader; ability to quickly learn new skills, tools, and methodologies; commitment to fostering an inclusive educational environment and workplace and an ability to work effectively with a diverse faculty, staff, and student population.

Preferred: Experience working in a library, archive or cultural heritage organization; knowledge of non-bibliographic metadata standards; broad knowledge of library repository functions, services, and requirements as well as digital library management systems or digital asset management systems; participation in metadata-related work through professional organizations, open source projects, and/or standards bodies; experience with all aspects of metadata creation including metadata transformations, crosswalking tools, selection and implementation of metadata standards, quality control, and mapping data sets; experience working with metadata exposure and harvesting via mechanisms such as OAI-PMH; familiarity with one or more scripting languages (Python, Ruby, etc.) to expand the functionality of content management systems, such as ArchivesSpace; experience with retrieving and manipulating database content using SQL; experience using APIs to return data and manipulating the resulting JSON output; familiarity with common museum metadata standards and related collection management systems, such as PastPerfect.

General Information: The [University of Delaware Library, Museums and Press](#) is committed to student success, scholarly research and inclusive excellence. The Library is strongly committed to fostering diversity within our community. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, and inclusion, and will assist us to expand our capacity for diversity in the broadest sense. The Library collaborates with strategic campus partners to achieve these priorities, as well as with national professional organizations including the Association of Research Libraries, Center for Research Libraries, Coalition for Networked Information, Council on Library and Information Resources, Digital Library Federation, Greater Western Library Alliance, OCLC Research Partnership, SPARC, HathiTrust, the National Digital Stewardship Alliance, the National Network of Libraries of Medicine (NN/LM) and the ACRL Diversity Alliance. More information about the Library is available at [library.udel.edu/](#).

Benefits: 22 vacation days. Generous 403(b) retirement plan. Tuition remission for dependents and spouses, and course fee waiver for employee. Full information about University of Delaware benefits is available at: [www.udel.edu/benefits/](#).

Appointment: Appointment expected at the rank of Assistant Librarian, pay grade 29E (less than 3 years professional experience), or Senior Assistant Librarian, pay grade 30E (3-8 years professional experience). This position is part of the [University of Delaware Library Rank and Promotion System](#).

To Apply: Include cover letter and resume, along with the names and contact information of three employment references, following University of Delaware application instructions at [www.udel.edu/udjobs/](#)

Equal Opportunity Employer: *The University of Delaware is an Equal Opportunity Employer which encourages applications from Minority Group Members, Women, Individuals with Disabilities and Veterans. The University's Notice of Non-Discrimination can be found at [www.udel.edu/home/legal-notices/](#)*

Employment offers will be conditional upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment.

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