Position: Project Manager, Colored Conventions Project (Search #105569)

Deadline: Open until filled; review of applications begins June 29, 2018

Pay Grade: 30E

The University of Delaware seeks a Project Manager for the Colored Conventions Project (CCP). The Project Manager will lead efforts to continue existing projects and partnerships and implement new national initiatives. Collaborating closely with the CCP Team and the University of Delaware Library's technical team, the incumbent will also work on the development of a new WordPress site integrated with the Library's UDSpace repository and an Omeka-S database. This is a three-year, grant-funded position, with time split between the Colored Conventions Project and the University of Delaware Library.

Reporting to the Faculty Director, The Colored Conventions Project, the Project Manager will:

- Support digital scholarship projects
- Work closely with the Digital Scholarship Librarian to manage faculty and library collaborations
- Coordinate the CCP Low Residency Fellows & Creative Partners initiative, in collaboration with CCP team
- Help manage budgets and grants alongside the director and department administrator.
- Manage CCP member payroll alongside department administrators.
- Coordinate undergraduate and graduate student project work with the project coordinator and faculty director
- Communicate with appropriate UD leadership team and national directors at various institutions.
- Work with CCP coordinator in metadata creation and editing, in collaboration with UD Library staff

Reporting to the Associate University Librarian for Scholarly Publishing and Research, the Project Manager will:

- Serve as team lead for selected faculty digital research and teaching projects, coordinate activities among team of librarians, data specialists, developers.
- Plan, track, and communicate resources, tasks, and processes for projects.
- Provide consultation for digital publishing software and methods, including WordPress, Omeka, ARTstor/Shared Shelf, open access, and open educational resources.
- Provide training in digital scholarship tools and methods.

Qualifications:

- ALA-accredited graduate library degree or MA or PhD. Must have significant familiarity with nineteenth-century African American subject areas. For example: undergraduate/graduate degree(s) in African American studies, Africana studies, American studies, history, English or other area, with an emphasis in African American content.
- Demonstrated initiative, flexibility and ability to work creatively and effectively both independently and as a member of a large, diverse, multi-disciplinary and inter-institutional team.
- Demonstrated project management experience and commitment to collaborative ethos and horizontal management.
- Proficiency with web design and development.
- Experience with content management systems, ideally WordPress and Omeka.
- Familiarity with descriptive metadata standards.
- Familiarity with digital technologies, archives, and public humanities/history

General Information: The University of Delaware Library 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, 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: https://library.udel.edu/

The Colored Conventions Project is a collaborative team dedicated to bringing new digital life to nineteenth-century Black organizing. ColoredConventions.org endeavors to transform teaching and learning about this historic collective organizing effort—and about the many leaders and places involved in it—bringing them to digital life for a new generation of students and scholars across disciplines and for community researchers interested in the history of activist church, educational and entrepreneurial engagement. The large project team includes graduate student project leaders, undergraduate researchers, and library professionals--who meet weekly--as well as satellite partners and national teaching and library partners. The University of Delaware Library, Museums, and Press (UD Library) provides technical support for the project, hosting its web site and database, and providing guidance on metadata creation, rights, software, design, and digital preservation.

Benefits: 22 vacation days. Generous 403B retirement plan. Tuition remission for dependents and spouse, and course fee waiver for employee. Funding for professional development. Full information about University of Delaware benefits is available at: http://www.udel.edu/faculty-staff/human-resources/benefits/

To Apply: Include cover letter and resume, names and contact information of three employment references, and portfolio or evidence of digital project experience, following University of Delaware application instructions at: *http://www.udel.edu/faculty-staff/human-resources/careers/*

Equal Employment Opportunity: 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: http://www.udel.edu/home/legal-notices/. Employment offers will be conditioned upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment.