York University is the leading interdisciplinary research and teaching university in Canada. York offers a modern, academic experience at the undergraduate and graduate levels in Toronto – Canada’s most international city. The third largest university in the country, York is host to a dynamic academic community of 62,000 students, faculty and staff, as well as 295,000 alumni worldwide. York’s 11 Faculties and 25 research centres conduct ambitious, ground-breaking research that is interdisciplinary and cuts across traditional academic boundaries.

**Description of Position:**
York University Libraries’ (YUL) Division of Digital Engagement & Strategy and the Division of Teaching & Learning seek a dynamic and innovative librarian to work on a part-time basis, supporting digital initiatives, research and teaching related to all aspects of social sciences and humanities.

The Digital Scholarship Infrastructure Department actively engages infrastructure, methods and approaches to explore new possibilities for teaching and research, making possible new forms of collaboration, publication, discovery, visualization and analysis. It houses the Libraries’ scholarly publishing program (OJS and Pressbooks), the YorkSpace (DSpace) and York University Digital Library (Islandora) repositories, and makes possible web archiving, digital preservation and data curation.

**Specific Duties:**
Reporting to the Director of Digital Scholarship Infrastructure, the successful candidate will:

- be a resource to aid York community members with their digital scholarship projects and questions/technical challenges related to the software we support;
- co-host training sessions, participate in consultations and provide technical assistance in the Digital Scholarship Centre;
- assist in creating training materials and supporting documentation as directed;
- project manage aspects of the Digital Scholarship Centre’s activities: scheduling meetings, coordinating knowledge exchange, version control, keeping track of tasks and deliverables;
- assist in developing support resources for and conducting information literacy classes/workshops/consultations as directed;
- provide timely, high-quality public service at an active reference desk including in-person, e-mail, chat service and ‘Ask a Librarian’ virtual reference service;
• create/maintain online research guides and tutorials; and
• perform other duties as assigned.

Qualifications:
• An ALA-accredited MLS or equivalent
• educational background in or experience with social sciences and/or humanities librarianship within an academic institution, and/or knowledge of digital humanities and archival principles of arrangement and classification;
• experience with user training, user support, and with the creation of user guides and educational resources;
• demonstrated commitment to high quality service;
• demonstrated experience and strong communication skills in negotiating reference queries in a university context including the ability to both teach and contextualize relevant resources relative to a patron’s information needs;
• demonstrated experience with metadata standards, and image file manipulation;
• demonstrated aptitude for independent learning and mastery of technology/software with an aptitude for technical troubleshooting;
• demonstrated knowledge of emerging trends in scholarly communications (open access, author rights), copyright, and library and information technologies;
• demonstrated initiative and strong project management skills;
• ability to work independently and in collaboration with others;
• independent learner, capable of resolving technical questions by leveraging on-line support networks;
• strong service orientation with a professional, helpful, and friendly demeanor;
• strong independent research, problem solving and troubleshooting skills;
• excellent oral and written communication skills;
• flexible attitude and ability to adapt to a changing environment; and
• ability to balance and prioritize multiple responsibilities.

Number of Hour per Week:
15 hours per week. Classes are normally scheduled between 8:30am – 5:00pm, with some evening exceptions, and with a minimum of 2 weeks of notification. Non-classroom work, including preparation time, will be scheduled accordingly.

Some evening work will be required to include a Tuesday shift until 8 p.m.

Compensation: As per current CUPE 3903, Unit 4, Collective Agreement

Start Date: January 14, 2019

End Date: April 30, 2019
Date of Posting: December 17, 2018

Application Deadline: January 8, 2019

Application Procedure:
Interested applicants should send a cover letter and a recent resume, along with an application form [http://www.library.yorku.ca/web/about-us/work-with-us/](http://www.library.yorku.ca/web/about-us/work-with-us/) quoting position number, to libapps@yorku.ca

We thank all applicants; however only those selected for an interview will be contacted.

York University encourages applications from Aboriginal peoples, persons with disabilities, members of visible minorities, and women and invites applicants to review the University’s Employment Equity Plan for employees in CUPE 3903, a copy of which is at [http://fr.info.yorku.ca](http://fr.info.yorku.ca).