Data Services and Management Subject Specialist Librarian

The Universities at Shady Grove (USG) is a regional higher education center of the University System of Maryland (USM) located in Rockville, Maryland. USG is an innovative partnership of nine public universities providing access to more than 80 high-demand undergraduate and graduate degrees specifically selected to respond to the workforce needs of the county and region. USG currently serves over 3900 students enrolled day-time, evening, full-time and part-time degree programs. The campus is projected to grow to 7500 students and is planning additional facilities to expand its health sciences and engineering degree offerings.

NATURE OF WORK:

The Priddy Library is seeking an innovative and enthusiastic information professional to serve as the Data Services & Management Subject Specialist Librarian at the Universities at Shady Grove (USG). The successful candidate will lead the development and provision of the Data Management and Visualization Lab. Working closely with faculty, students and staff, the Librarian will build relationships in order to support research and teaching with a focus on promoting and providing data services for finding, manipulating, analyzing, visualizing and managing data. Through research consultations, classroom instruction, and other programming, the Librarian will help the Library meet curricular needs by increasing the visibility of available data-related resources and services. The Librarian will provide subject-specific information literacy instruction, maintain strong relationships with faculty and students in assigned undergraduate and graduate programs, and enhance curricula and research innovation at USG.

DUTIES AND RESPONSIBILITIES:

- Assists and provides guidance to students and faculty with issues related to the research data lifecycle. Plays an active role in the development and oversight of the Data Management and Visualization Lab. (45 %)

- Serves as library liaison to Management, Public Administration, Construction Management Technology and Hospitality & Tourism Management programs, which involves, but is not limited to, promoting services available through the Priddy Library, providing information literacy instruction, supporting faculty research, creating web and digital content and developing and managing collections in assigned subject areas. (30%)

- Designs and delivers research and information literacy workshops to individuals and groups. Provides general and specialized information assistance and research consultations in person, by phone, e-mail and through chat. Researches and implements innovative technologies to advance teaching and learning,
research, communication, collaboration, and information literacy. Maintains a strong knowledge of current and emerging trends, particularly in the areas of information literacy instruction, assessment and research methods. (10%)

- Participates in UMD Libraries and USG activities. Participates in professional development activities, such as continuing education, service to the library community and scholarship/creativity. (10%)

- Assists with special projects and programs as assigned. (5%)

**PHYSICAL DEMANDS:**

- Work is performed in an office environment and requires the ability to operate standard office equipment and keyboards.

**SUPERVISORY RESPONSIBILITIES:**

- Supervises students.

**QUALIFICATIONS (Knowledge, skills, and abilities):**

**EDUCATION:**

**Required**

- Masters in library or information science from an ALA-accredited institution of higher education or from a master's level program in library and information studies accredited or recognized by the appropriate national body of another country. Or an advanced degree in data management, statistics or related field with relevant experience by date of appointment.

**EXPERIENCE (Be specific, indicate the minimum years of experience and skills needed):**

**Required**

- Experience providing reference and research assistance in an academic or special library.
- Experience using electronic resources.
- Experience with information literacy instruction.
- Familiarity with data discovery, analytical techniques and statistical methodologies.
- Familiarity with local and national data repositories, public data sets and data management plans.
- Familiarity with software for statistical, quantitative and/or qualitative analysis, such as SPSS, Stata, SAS, R, NVivo, GIS.
- Familiarity with data visualization tools, such as Tableau, Plot.ly or D3.js
- Familiarity with data cleaning tools such as OpenRefine or features of Excel.
- At least two years professional experience in academic/research library.

**Preferred**

- Experience with or aptitude for working effectively and creatively with faculty and students.
- A deep understanding of data life cycle research process.
- Knowledge of the research process and evolving models of scholarly communication, open access, institutional repositories, and other trends in information science.
- Demonstrated knowledge of and enthusiasm for the integration of new technologies into the delivery of information services.
- Experience with collection development.
- Experience using digital and web technologies in the delivery of library services.
- Ability to work effectively with a diverse and multicultural faculty, staff, and student community.
- Flexibility, adaptability, and the ability to work successfully in a complex, dynamic environment with competing demands.
- Strong commitment to public service.
- Excellent oral and written communication skills.
- Demonstrated ability to work well both independently and collaboratively with colleagues, faculty and staff in a rapidly changing and dynamic environment.
- A commitment to continuous professional development through participation in local, regional, and national forums.