JOB DESCRIPTION

JOB TITLE: Data Integration Librarian

JOB CLASSIFICATION: AP

SUPERVISOR: Information Acquisition and Delivery Coordinator

JOB SUMMARY: Full-time, temporary position through 9/30/13 with principal responsibility for management of Tri-College Libraries' link resolver software, discovery layer article index, article citation recommender service, and metadata cataloging record service. Performs a variety of professional services related to the function of the Information Acquisition and Delivery department and the Tri-College Libraries.

RESPONSIBILITIES:

- Manages the Tri-College libraries’ link resolver software and bibliographic metadata including:
  - Coordinating and maintaining uniformity of link activations across the Tri-College library software instances.
  - Troubleshooting and analysis of difficult linking issues for all three schools.
  - Maintaining the integration of electronic journal metadata into the OPAC.
  - Producing usage reports for various constituents.
- May manipulate and integrate bibliographic data from various sources for ingestion into the Tri-College Libraries’ catalog.
- Manages and executes changes to the display and functionality of our link resolver and citation recommender service.
- Manages selection of and updates to article collections indexed through the Tri-College Libraries’ discovery layer article index.
- Develops and improves processes and standards for management of data needs and facilitates efficient data retrieval.
- Works closely with the Tri-College libraries’ Web Developer to troubleshoot data scripting and system problems.
- Works closely with the Tri-College libraries’ E-Resource and Cataloging librarians on record indexing and display issues.
- May work with other Tri-College staff in order to integrate library data with other databases or display technologies.
• Serves as a resource person to other members of the local and Tri-College community on questions of the discovery layer article index, metadata cataloging record service, article citation recommender service and the link resolver.
• May direct, train and review the work of student assistants.
• Performs other duties as assigned or directed.

SKILLS AND ABILITIES:
• Ability to work independently and to initiate necessary work procedures according to guidelines set by the supervisor.
• Demonstrated knowledge of PERL, CSS, and Unix editing relevant to our link resolver and MARC record service.
• Superior interpersonal skills.
• Excellent oral and written communication skills.

MINIMUM EDUCATION AND EXPERIENCE:
Required: three years’ experience managing Ex Libris’ SFX, Bx and Marcit software products. Experience managing Ex Libris’ Primo Central. PERL, CSS and UNIX editing experience. Desired: master’s degree in library and information science from an ALA-accredited institution. Equivalent combinations of experience, education and training relevant to the requirements of the position will be considered.

ADA REQUIREMENTS:
• Excellent hearing/speaking skills.
• Vision sufficient to see and interpret all job related materials.
• Dexterity sufficient to perform requirements of the job.
• Ability to be mobile between work stations and campus locations.