

POSITION VACANCY ANNOUNCEMENT

POSITION: Data Management Librarian

RANK: Assistant University Librarian or Associate University Librarian

REPORTS TO: Chair, Academic Research Consulting and Services (ARCS)

SALARY: \$66,068 minimum salary at the Assistant University Librarian rank
\$76,416 minimum salary at the Associate University Librarian rank
The Smathers Libraries offer a salary commensurate with experience and credentials

REQUISITION #: 527388

DEADLINE DATE: July 18, 2023. Applications will be reviewed as received.

JOB SUMMARY

The George A. Smathers Libraries seek an innovative and collaborative candidate to apply for its Data Management Librarian position in the Academic Research Consulting and Services department (ARCS). The ARCS department is central to library-based, discipline-agnostic research support for the University of Florida community. The Data Management Librarian will provide information consultation services in a variety of modes, design and teach workshops to promote best practices in data management and related topics, perform course-integrated instruction, and is responsible for special projects as assigned, such as new service development and evaluation.

The ARCS team is strategically expanding to meet campus needs, with a new emphasis on supporting artificial intelligence through deep engagement in education, research, equity, and outreach. ARCS also provides expertise in bioinformatics analysis, digital humanities, geographic and spatial analysis, informatics, rigor and reproducibility, systematic reviews, and related areas (<http://arcs.uflib.ufl.edu/stories>). The ARCS department works alongside ARCS affiliates in scholarly communication, publishing, and subject-specific liaison librarians to support researchers throughout the research life cycle via consultation services, training opportunities within and outside the curriculum, and outreach strategies to constituencies campus-wide.

The Data Management Librarian is a year-round (12-month), tenure-track faculty position. ARCS faculty are key partners in advancing the research enterprise, leading and supporting initiatives to grow infrastructure and services that enhance UF's diverse research portfolio, which includes over \$1 billion annually in research expenditures.

The Smathers Libraries are committed to creating a thoughtful, equitable, and inclusive culture that provides space for innovation and creativity. We offer a fulfilling work experience for collaboration,

growth, development, and shared perspectives. To support all colleagues, students, faculty, and staff, and foster excellence in a diverse and collaborative society, the libraries actively seek candidates who bring culturally rich lived experiences and are excited to work with individuals of diverse backgrounds, experiences, races, ethnicities, genders, sexual orientations, abilities, and perspectives.

RESPONSIBILITIES

- Contribute to university-wide initiatives to develop and design policies, services, and infrastructure to enable faculty and students to preserve and make available, and thus maximize the utility of, their research data.
- Participate as an active member of ARCS (<http://arcs.uflib.ufl.edu/>), which includes librarians specializing in bioinformatics, informatics, artificial intelligence, and other specialties.
- Coordinate ongoing training and support for library liaisons, subject specialists, and other staff on data management fundamentals and services to further incorporate data management, citation, and preservation into library services.
- Provide training for UF students, faculty, and staff in data management best practices, standards, and available UF services.
- Update templates and services for the DMPTool (Data Management Plan Tool) and other related resources.
- Serve as a library consultant to UF faculty, researchers, and project teams on developing data management plans for grant applications and general data stewardship, including as a collaborative team member for data curation throughout the research process.
- Cultivate relationships and partners with a variety of groups and user types (UF Data Management/Curation Working Group; Informatics and Analytics Task Force; Clinical and Translational Science Institute; UF's Office of Research, Research Computing; other administrative and support units; individual researchers) to develop services, policies, and collaborations.
- Work with library departments and technical experts to develop infrastructures and services that enhance access to data.
- Formally assess, through surveys, interviews, and focus groups, campus-wide data management needs and current support resources and activities.
- Maintain an awareness of emerging trends and best practices in e-science, digital humanities, data curation, and e-scholarship in all disciplines.
- Support for metadata development using discipline-specific terminologies or schemas.
- Maintain an awareness of current tools and methodologies for computationally centered, data-driven research (data mining, visualization, text mining, etc.).
- Maintain an awareness of subject or disciplinary repositories of potential interest to the UF community.
- Actively engage in diversity, equity, and inclusion initiatives, support diverse communities, and create a welcoming environment for all.
- Perform scholarly research and provide service at the institutional and professional levels related to the assignment, per [Research and Health Sciences tenure and promotion criteria](#).

QUALIFICATIONS

Research indicates that applicants from underrepresented groups are hesitant to apply for positions if they do not meet all the required and preferred qualifications.¹ We want to emphasize that the preferred qualifications are not required and that we are committed to helping our future colleagues develop the preferred skills. Additionally, applicants are encouraged to communicate how their work and other experiences satisfy the required qualifications in ways that may not be obvious.

Required:

- Graduate degree in a data-intensive discipline; ALA (or foreign equivalent) library or information science program; or another relevant advanced degree.” Appointment at the [An Equal Opportunity Institution](#)

Assistant level requires a minimum of 3 years of directly applicable professional experience. Appointment at the Associate level requires a minimum of 8 years of directly applicable professional experience.

- Demonstrated experience consulting and employing data curation and digital curation practices and technological applications (i.e., DMPTool) to enhance data sharing and access.
- Experience with data management plan best practices and knowledge of various data repository platforms
- Experience participating in or leading a collaborative team for an evolving program.
- Evidence of creativity in developing, assessing, and promoting the use of research support services, information technology, and policy development through various outreach efforts.
- Familiarity with metadata schemas related to data discovery.
- Commitment to including individuals of diverse backgrounds, experiences, races, ethnicities, gender identities, sexual orientations, and perspectives in research, teaching, service, and other work.
- Excellent oral, written, and interpersonal communication skills, including engaging with diverse audiences and in various activities, including but not limited to one-on-one consultations, whole-class teaching, and presentations.
- Ability to work independently and collaboratively with researchers, faculty, students, administrators, library colleagues, and the general public.
- Strong potential for meeting the requirements of tenure and promotion (outlined at <http://www.uflib.ufl.edu/pers/cdh>).

Preferred:

- Knowledge of critical issues regarding best data management practices and the research data lifecycle across disciplines and research types.
- Master's or Ph.D. in computer or information science, biomedical informatics, computational biology, data science, or other data-intensive disciplines.
- Knowledge of and experience in teaching, training, and/or instruction.
- Successful track record in project development and management.
- Knowledge of evolving governmental and non-governmental data management and sharing requirements.
- Grant writing and administration experience.
- Experience with programming, research computing (e.g., HPC), and web technologies.
- Professional experience with socio-technical issues and challenges related to research data curation.
- Experience with metadata schemas related to data discovery.
- Knowledge of data anonymization and de-identification techniques and standards.

¹ Schmalig, K. B., Blume, A. W., & Baker, D. L. (2017). Characteristics of Faculty Position Advertisements Associated with Applicant Diversity. *Journal of Higher Education Theory & Practice*, 17(8), 10–17. Collier, D., & Zhang, C. (2016). Can We Reduce Bias in the Recruiting Process and Diversify Pools of Candidates by Using Different Types of Words in Job Descriptions? Mohr, T. S. (2014). Why Women Don't Apply for Jobs Unless They're 100% Qualified. *Harvard Business Review*, 25.

ACADEMIC RESEARCH CONSULTING AND SERVICES DEPARTMENT

The Academic Research Consulting and Services (ARCS) Department provides expert information and data services to discipline-diverse researchers at all levels (students, staff, and faculty). ARCS department members and affiliates offer expertise in artificial intelligence, bioinformatics, data management, geographic information systems, reproducibility, research compliance and metrics, systematic reviews, scholarly communications, and other publishing-related activities. ARCS faculty also partner with the libraries' liaison librarians and subject specialists assigned to specific UF departments, colleges, and other units. The goal of the ARCS team is to support the UF community throughout the research life cycle—from project conception, data collection and analysis to publication and beyond. The ARCS department's tenure home is Research and Health Sciences, with the primary faculty physically located in the Health Science Center Libraries.

UNIVERSITY OF FLORIDA LIBRARIES

The libraries at the University of Florida form the largest academic information resource system in the state of Florida with seven libraries and two off-campus facilities. The [George A. Smathers Libraries](#) are comprised of six of the campus libraries, and off-site facilities. In addition to this system, the [Lawton Chiles Legal Information Center](#) is part of the Levin College of Law. The Libraries hold over 6.27 million print volumes, 1.5 million e-books, 145,000 full-text electronic journals, over 1000 electronic databases, 1.3 million documents, over 15 million digitized pages from the Libraries' collections and 1.4 million maps and images. The Health Science Center Libraries constitute one of the largest health sciences library systems in the Southeastern United States.

Distinctive holdings include the Isser and Rae Price Library of Judaica, Latin American and Caribbean Collection, Baldwin Library of Historical Children's Literature and the P.K. Yonge Library of Florida History. The Libraries maintain partnerships and engages in a variety of collaborative, international projects while [engaging with the UF community](#). We are a member of the Association of Research Libraries (ARL) and other library consortia.

The [library staff](#) consists of more than 300 FTE librarians, technical/clerical staff, and student assistants. The George A. Smathers Libraries are strong advocates for inclusion and intellectual freedom, as articulated in the [Inclusion and Intellectual Freedom Statements](#). The Smathers Libraries foster and maintain a culture that supports DEI, as values are foundational and permeate all aspects of our organization per [Strategic Directions 4: Diversity, Equity, and Inclusion](#). Support for professional development is central to the Smathers Libraries. Supports include a formal mentoring program, a robust training program, release time for research and professional service, a comprehensive grants program, and funding for professional development travel.

THE UNIVERSITY OF FLORIDA

The University of Florida (UF) is the state of Florida's preeminent university. The state's oldest and most comprehensive university, UF is among the nation's most academically diverse public universities and won the 2018 [Senator Paul Simon Award for Comprehensive Internationalization](#). UF is currently fifth among "Top Public Universities" in the U.S. News and World Report and second among Forbes "Best Value Public Colleges (2016)". UF has a long history of established programs in international education, research, and service. It is one of only 17 public, land-grant universities that belong to the [Association of American Universities](#). At UF we have some of the top faculty in the country. In addition to attracting over \$1 billion in research each year, they foster the uniquely collaborative environment that transforms potential into actual results. UF traces its beginnings to a small seminary in 1853 and is now one of the largest universities in the nation, with more than 50,000 students. The University of Florida seeks to address key challenges of our time, from COVID-19 to racism. [Stronger Together: Promoting Racial Justice through Awareness and Action](#) provides UF faculty and staff with a series of educational offerings to help

them better understand and address racism and bias and help promote racial justice at the individual, institutional, and systemic levels. For more information, please consult the [UF homepage and the Office of the Chief Diversity Officer website](#).

BENEFITS

[University benefits](#) for this position include retirement plan options, insurance benefits, paid family leave (parental and medical), tuition fee waiver program, and employee assistance program, as well as paid time off and holidays. Gainesville, Florida, has no state or local income tax. The University of Florida provides ongoing [guidelines and resources related to COVID-19](#), including [free testing](#) on campus.

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY

The University of Florida is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, and veteran status in all aspects of employment including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. We are dedicated to the goal of building a broadly diverse and inclusive faculty and staff within a culturally diverse and pluralistic environment; we invite all qualified applicants including women, members of underrepresented groups, individuals with disabilities, and veterans. The University of Florida is a public institution and subject to all requirements under the Florida Sunshine and Public Records laws.

If an accommodation due to a hearing or speech disability is needed to apply for this position, please call 352-392-2477 University of Florida Human Resources or the Florida Relay System at 800-955-8771 (TDD).

GAINESVILLE COMMUNITY

Gainesville and the surrounding community are home to approximately 257,000 people and both the University of Florida and Santa Fe College. The city is surrounded by more than 40 nature parks, including many spring-fed lakes and rivers, with many paved and unpaved trails for recreation. The city is just over an hour from the Gulf of Mexico and the Atlantic Ocean. Gainesville is an [award winning](#) and innovative city, friendly to both professionals and families. The [Guide to Greater Gainesville](#) combines award winning photography and compelling articles that capture all the reasons for calling Gainesville your next home. The City of Gainesville is a progressive municipality that seeks to [promote racial equity](#). The area has numerous cultural institutions and is a haven for sports fans. Jacksonville, Orlando, Tampa, Tallahassee, and St. Augustine are all within a two-hour drive.

APPLICATION PROCESS

To apply, submit

- a cover letter detailing your interest in, and qualifications for this position
- your current resume or CV
- a list of three references, including their contact information (telephone number and email address), one of which must be a current or prior supervisor, to be contacted after an on-site interview.

Apply by July 18, 2023. Applications will be reviewed as received. Submit all application materials through the Jobs at UF online application system at [Req 527388](#). Failure to submit the required documents may result in the application not being considered. If you have any questions or concerns about this process, please contact Joseph Piazza, George A. Smathers Libraries Human Resources Office, at jpiazza@ufl.edu.