BC Electronic Library Network (BC ELN) Librarian

The British Columbia Electronic Library Network (BC ELN) invites applications for a temporary 1.0 FTE term Librarian position (externally funded) as the Arca Migration Specialist. This position is available for a two-year limited term from Fall 2023 to Fall 2025.

Reporting to the Arca Manager and the BC ELN Executive Director, the Arca Migration Specialist supports the entire migration process for BC ELN's Arca Islandora digital repository platform from end-of-life Islandora Legacy to Islandora 2, including data and metadata preparation, remediation, analysis and migration, as well as communications, platform testing, frontline troubleshooting, training and implementation.

The Arca Migration Specialist is a highly organized, motivated and resourceful individual with demonstrated advanced technical, analytical, problem-solving, communication and customer service skills.

SETTING
We acknowledge the Sḵwx̱wú7mesh Úxwumixw (Squamish), x̓wmaθkw̓əy̓em (Musqueam), səl̓ílwətaʔɬ (Tsleil-Waututh), q̓íčəy (Katzie), and kw̓îkw̓əƛ̓əm (Kwikwetlem) peoples, on whose traditional territories BC Electronic Library Network (BC ELN) offices stand. By recognizing the Unceded Traditional Coast Salish territories, we aspire to create space for reconciliation through dialogue and decolonizing practices.

BC ELN is a partnership between the Province of British Columbia and its post-secondary libraries. It develops, promotes, and maintains system-wide mechanisms that provide equitable, cost-effective access to information resources and learning support services, helping post-secondary libraries meet the expanding information needs of the province's learners, educators, and researchers, regardless of their location in the province. BC ELN offices are located in the W.A.C. Bennett Library, Simon Fraser University (Burnaby Mountain campus). For more information, visit: https://bceln.ca/.

In its role as the Arca Administrative Centre, BC ELN provides project management and expertise to fulfill provincial service goals and objectives. Arca is a collaborative digital repository service with 27 members, including post-secondary and public libraries, museums, galleries and archives, sharing Islandora platform infrastructure. For more information about Arca, visit: https://bceln.ca/services/shared-services/arca-digital-repository

BC ELN is hosted at Simon Fraser University (SFU), a comprehensive university that offers programs at the graduate and undergraduate level. BC ELN employees are appointed under appropriate SFU employee agreements. For more information, visit: https://www.sfu.ca/
BC ELN, through its affiliation with SFU and the SFU Library, commits to a continuous process of transformation to advance equity, diversity, and inclusion and to serve the cause of social justice. For more information, visit the Library’s Statement on Equity, Diversity and Inclusion: https://www.lib.sfu.ca/about/overview/policies/edi

ASSIGNMENT

- Coordinating with the Arca migration team and Arca members to ensure smooth implementation of the Arca migration plan.
- Planning and implementing collaborative strategies and best practices to perform data migration and integrity checking, using existing tools such as Drupal, CSV templates, Move-To-Islandora Kit, Islandora Workbench, Google Sheets, and OpenRefine.
- Analysing digital content and metadata and ensuring its compatibility with crosswalks that enable migration to Islandora 2.
- Coordinating with Arca member staff on the preparation, download, analysis, remediation, and transformation of Arca member data and metadata in preparation for the migration.
- Configuring member child site installations according to agreed specifications.
- Monitoring and testing new platform software and member installations, including planning, execution, and documentation of results; investigating faults; and coordinating resolution with Arca Manager and members.
- Providing first point of contact support for Arca member staff, including assessment, investigation, diagnosis and resolution for incidents and service requests during the migration process, escalating unresolved incidents/requests to the Arca Manager.
- Developing and maintaining migration-related content on the Arca Support website using the Drupal content management system and GitHub.
- Creating and distributing migration updates via email, newsletter, etc. for Arca members and the Arca Advisory Committee.
- Developing, delivering, coordinating and evaluating system-wide training and support in the use of and access to the Arca Islandora 2 platform, via email, phone, webinar software, in-person training and the Arca support Drupal site.
- Maintaining technical currency and participating in technical seminars, workshops and courses.
- Providing input into the development of Arca policies and procedures for Arca collaborative service support and operations.
- Defining, planning and carrying out small collaborative digital repository functionality projects or sub-projects as directed alone or with a small team of Arca members, actively participating in all phases; identifying, assessing and managing risks to the success of the project.
• Identifying potential platform and service improvements based on an understanding of member requirements; articulating and reporting to the Arca Manager potential benefits to support both structural and incremental change.

• Serving on and reporting to appropriate BC ELN committees and working groups.

• Performing other duties related to the requirements and qualifications of the job, in alignment with the values and goals outlined in the BC ELN Strategic Framework: https://bceln.ca/about/strategic-plan

REQUIRED QUALIFICATIONS

• Masters of Library and Information Science from an ALA-accredited program (or equivalent)

• 1-2 years of digital repository experience, including consortial or multi-tenant Islandora digital repositories, or an equivalent combination of education, training and experience.

• Advanced knowledge of multi-tenant installations of Islandora Legacy and working knowledge of Islandora 2.

• Working knowledge of data analysis, coordination, transformation and mapping using OpenRefine.

• Intermediate technical skills and proficiency with Drupal, digital repository software, website development tools and command-line tools.

• Intermediate skills in creating system and training documentation.

• Working knowledge of version control systems and platforms to deploy, manage and contribute system documentation, such as GitHub.

• Advanced analytical reasoning, problem-solving, time management and organizational skills.

• Ability to multi-task and manage multiple priorities.

• Ability to fully diagnose and resolve incidents or escalate as appropriate to other team members.

• Ability to recognize, respect and work effectively with individuals and groups with diverse perspectives and backgrounds

• Excellent interpersonal and intercultural communication skills, both orally and written

• Demonstrated ability to work independently as well as cooperatively in a team

TERMS OF APPOINTMENT

This is a full time, 2-year limited term Librarian externally funded position, with an anticipated start date in November 2023, ending in November 2025.
Librarians are members of the SFU Faculty Association. Terms, conditions and benefits of employment are outlined in the Collective Agreement: https://www.sfu.ca/faculty-relations/collectiveagreement.html

The successful applicant will be appointed at a salary level commensurate with their experience and qualifications. Current salary scales are available from:

https://www.sfu.ca/faculty-relations/salary.html

All qualified candidates are encouraged to apply; however Canadians and permanent residents will be given priority. Simon Fraser University is committed to employment equity and encourages applications from qualified candidates of all genders, racialized persons, persons of First Nations, Inuit, or Métis heritage, persons with disabilities, and persons who identify as LGBTQ2SIA+.

Under the authority of the University Act, personal information that is required by the University for academic appointment competitions will be collected. For further details see: http://www.sfu.ca/vpacademic/faculty_openings/Collection_Notice.html

Information about what to expect when you apply for a librarian position at SFU is available here: https://www.lib.sfu.ca/about/overview/employment/what-expect-librarian-position

TO APPLY

To be given assured consideration applications must be submitted by email in one consolidated PDF document with cover letter and curriculum vitae by 5:00 pm PST on November 6, 2023 to: office@bceln.ca.

For questions, please contact:

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