

Digital Scholarship GAA with focus in Digitization

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| Hours Per Week | 12 | Wage | 32.66/hr. + 4% in lieu of vacation |
| Number of Openings | 1 | Start Date | September 1, 2024 (training starts early September) |
| Minimum commitment | 2 terms (i.e., through April 30, 2025, more preferred) | Application Review Starts | August 6, 2024 |
| Send cover letter and résumé to (N.B. no phone calls, no in-person application drop-offs) | | Robert Stibravy <robert.stibravy@ubc.ca> | |

The Digital Scholarship in Arts (DiSA) initiative is collaborating with the UBC Library in the hiring of a Graduate Academic Assistant (GAA). DiSA is an exploratory initiative of the Faculty of Arts which aims to support Digital Scholarship in Arts through consultation, bespoke and novel service design. This position will primarily focus on digitization tasks in the first two terms, with possibility of varied project work in future terms of the appointment.

The UBC Library Digitization Centre is a key part of the Library's effort to adapt to the evolving needs of faculty and students and to support teaching, research and learning at UBC and beyond. Our goal is to create sustainable, world-class programs and processes to make the collections and research at UBC available to the world. **N.B. For the first two terms this is a 100% in-person position at the Library Digitization Centre, room 103, IKBLC. Any further terms may have a different location and/or work schedule.**

Job Description

The first term will focus on digitizing the Spanish-language semiweekly newspaper, *Unión Cívica*, from 1961-1962, which reveals the crimes of the dictatorship and advocating for democracy and freedom in the Dominican Republic. Making these issues available in Open Collection will not only be a complement to Dr. Ramón (Arturo) Antonio Victoriano-Martinez's work (Department of French, Hispanic and Italian Studies) current research project but also will serve other researchers specializing in Dominican Studies across North America, the Caribbean and Europe.

In the second term the focus will shift to the Digital Himalaya project, now the part of Archive Nepal family. The Digital Himalaya project was designed by Alan Macfarlane, Professor Emeritus of Anthropological Science and Life Fellow of King's College at the University of Cambridge, UK, and Mark Turin, Associate Professor in the department of Anthropology at the University of British Columbia, and currently directing the Digital Himalaya Project and the World Oral Literature Project. The Digital Himalaya project was designed as a strategy for archiving and making available ethnographic materials from the Himalayan region.

Work Performed – Basic Duties and Responsibilities

The Digital Scholarship support student will have duties as follows:

- Digitization, photo editing, metadata creation and content-management system uploads of the above-mentioned projects at the UBC Library Digitization Centre
- Offer one-on-one tool training and consultation with select digital scholarship tools

- Work on special projects in support of the Digital Scholarship portfolio in the Digital Scholarship in Arts Initiative and UBC Library Research Commons
- Participate in regularly scheduled team meetings, RC GAA training program, and ongoing learning opportunities
- Be familiar with Library and campus Learning Support Services available for graduate students, including Faculty of Graduate and Postdoctoral Studies and the Graduate Pathways to Success Program [G+PS], and refer users accordingly
- Check-in regularly with supervisor regarding DiSA and UBC Library RC service priorities, scheduling, and feedback
- Foster a welcoming, research-driven, interdisciplinary learning environment for graduate students and faculty

Note that workshops and consultations are currently offered online. In person instruction opportunities may become available depending on workshop needs.

Qualifications

Minimum Qualifications

- Currently enrolled in a UBC Graduate Program
- Working knowledge of, and experience with, computers, scanning software and hardware and general photographic principles preferred
- Working knowledge of, and experience with, word processing, spreadsheet, content management and graphics software (e.g. MS Office, CONTENTdm, Photoshop) preferred
- Teaching experience, preferably in an academic setting
- Some experience with one-on-one teaching or peer support is an asset
- Experience with Digital Scholarship methods which could include: academic or professional work in the Digital Humanities, Computational Social Sciences, Data Science, Open Scholarship, scholarly web development, research software development, or other digitally-inflected research areas
- Familiarity with UBC Library services, as well as campus services and resources that support research and learning
- Excellent communication and interpersonal skills
- Ability to work independently and in a collaborative team environment
- Ability to learn new technologies quickly

Preferred Qualifications

- Aptitude in multiple operating systems and platforms (i.e., Mac OS, Windows, Linux) is ideal
- Basic familiarity with Git, GitHub and the command line
- Experience with one or more tools related to digital exhibits, digital storytelling, website development (includes web content management systems), text analysis, data mining, network analysis or other digital scholarship tools
- Experience with scripting in Python or other programming languages
- Knowledge of provisioning virtual environments (could include tools such as VirtualBox, Docker)
- Knowledge of metadata schemas

GAAs are not expected to have experience with all tools or topics, but existing expertise in one or more is preferred

Equity and Diversity Statement

Equity and diversity are essential to academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.