



ARCHIVIST, DIGITAL PRESERVATION (ATLANTA CAMPUS)

Position and Responsibilities:

Georgia State University invites applications and nominations for an Archivist for Digital Preservation. Reporting to the Department Head for Special Collections and Archives, the Archivist for Digital Preservation is responsible for establishing policies and best practices for the long-term protection and access to digital materials, while collaborating to develop and implement digital preservation processes which ensure long-term retention and access. This position will work closely with other archivists, librarians, and staff from the University Library and across the University. The archivist will play a key role in advising the University community and other external content creators on digital content lifecycle issues, strategies for digital content preservation, the use of innovative tools and processes for experimentation and development, and other initiatives related to digital collections and data.

The Archivist will also have responsibility for managing one or more collecting areas, most likely involving topics of social change since the mid-20th century. This collection management will include soliciting, acquiring, and appraising appropriate materials and collections; creating research materials; planning, supervising, and undertaking outreach and donor development activities; liaising with academic, library, archives, and other GSU personnel to promote these collections and services; developing research guides; and providing advanced reference services in support of the collections. The incumbent should be comfortable working with the full range of the subjects included in the GSU archives.

The Archivist for Digital Preservation will be expected to prepare proposals for external funding through grants and private philanthropy in support of assigned collections and digital preservation projects. Other expectations include staying current on developing technologies, standards, and practices in preservation of digital collections and data curation, and include the supervision of students or staff as needed. Additionally, this individual will represent the University Library by participating in professional activities concerning digital preservation at the local, state, and national level. This is a non-tenure track faculty appointment with associated responsibilities for scholarship and service.

Environment:

Georgia State University Library's Special Collections and Archives collects and preserves unique and rare historical materials in selected subject areas. The department promotes the use of these materials by the Georgia State University community, scholars and the public. Its goal is to advance scholarship and to further the educational, research and service missions of the university.

The collection focus is on records of organizations or papers of individuals documenting the twentieth and twenty-first century American South. Subject strengths include the heritage of workers and their unions in the South and elsewhere, American popular music and culture, efforts to ratify the Equal Rights Amendment and the second wave of the women's movement, women-centered and LGBTQ activist and advocacy activities in Georgia and the Southeast, and other social movements, especially in Georgia. The department also houses the Georgia State University Archives, consisting of records of University offices, deliberative bodies, and organizations, as well as resources on GSU history.

In addition to manuscripts and organizational records, many of the collections contain visual resources, sound recordings, and moving images. Special Collections and Archives houses millions of historical photographs documenting twentieth-century Atlanta and Georgia. Active oral history programs are a feature of many of the collections.

The University Library, Atlanta campus location, provides one of the most attractive, open, and inviting educational facilities in the Southeast. With over 1.3 million visitors in the past year, the Library is an integral part of the University community. The Library is engaged with the campus community, offering a modern, inviting, and centralized facility supporting both teaching and research with expansive collections and outstanding assistance. Its signature link, a multilevel glass structure that overlooks downtown Atlanta, connects the Library's two prominent buildings. CURVE (<http://curve.gsu.edu>) brings together students and expert researchers from all disciplines in a shared, hands-on, interactive space featuring cutting-edge hardware and software for data visualization and analysis. For additional information about the Georgia State University Library, visit <http://library.gsu.edu>.

Georgia State University, an innovative urban public research university, is a national leader in graduating students from widely diverse backgrounds. Georgia State readies students for professional pursuits, educates future leaders and prepares citizens for lifelong learning. Enrolling one of the most diverse student bodies in the nation at its downtown research campus, vibrant branch campuses, and online, the university provides educational opportunities for more than 50,000 students at the graduate, baccalaureate, associate and certificate levels. For additional information about Georgia State University, visit <http://www.gsu.edu>.

Required Qualifications:

- Master's degree in Library or Information Science from an ALA-accredited institution, or an advanced degree in a relevant subject area;
- Demonstrated knowledge of archival standards and best practices for appraisal, acquisition, arrangement, and description;
- Demonstrated knowledge of digital preservation issues, strategies, and standards;
- Familiarity with national and international collaborative digital preservation efforts;
- Understanding of digital objects in various formats and best practices and standards associated with each format;
- Demonstrated knowledge of digital archival standards such as OAIS, Trusted Digital Repositories;
- Good organizational skills and an aptitude for analytical and detailed work;
- Ability to work independently as well as collegially in a complex, rapidly changing, and professionally diverse environment;
- Creative, energetic, and collaborative work style;
- Excellent written and oral communication skills;
- Ability to meet the requirements of a faculty rank position within the University Library; and
- Ability to pass a background check.

Preferred Qualifications:

- Digital Archives Specialist (DAS) certification;
- Experience working with digital asset management software applications;
- Knowledge of digital preservation tools such as BitCurator, Archivematica, Preservica, BagIT, JHOVE;
- Understanding of the application of emulation technologies for digital preservation strategies;
- Professional experience in the field of digital preservation, digital libraries, or digital repositories;
- Hands-on experience in use of a digital preservation systems in an enterprise-scale environment;
- Familiarity with ingesting and preserving social media;
- Familiarity with markup languages such as HTML and XML; style sheets such as CSS and XSL; and other XML-related technologies, using the command line, and scripting;
- Experience with RDF and application of URIs in metadata records;
- Familiarity with large-scale storage systems;
- Knowledge of agile project management methodologies;
- Demonstrated experience with successful donor relations;
- Subject knowledge of social change movements; and
- Success in acquiring and developing grant funded projects.

Condition of Work and Benefits

Forty-hour work week

Retirement plans include: Teachers Retirement System,

Twelve-month assignment	TIAA–CREF, VALIC, & Fidelity
Twenty-one days of vacation	Group health and life insurance
paid holidays	Twelve Social Security
Twelve days sick leave	Optional pre-tax benefits
Faculty rank and status	Support for research and professional activities
Non-Tenure track	

Salary and Rank

\$50,000 - \$60,000 for 12 months. Salary commensurate with the candidate's education and experience. Appointment at a faculty rank [Instructor/Assistant/Associate Professor], on a contract renewal basis.

Submit a cover letter addressing the above qualifications; resume; name, address and phone number of three references, including immediate supervisor. Review of materials will begin May 19, 2017 and continue until the position is filled. Send materials to:

*Georgia State University
University Library
Attn: Human Resource Officer
100 Decatur Street, SE, Atlanta, GA 30303-3202 (404) 413-2700
liblao@gsu.edu*

Georgia State University is an Equal Opportunity Employer and does not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class