**BROCK UNIVERSITY**
**JOB DESCRIPTION**

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POSITION TITLE: Liaison / Scholarly Communication Librarian

REPORTS TO: Head, Liaison Services

DATE: July 2012

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## PURPOSE/ACCOUNTABILITY:

Acts as a liaison between the Library and all academic programs in the Faculty of Applied Health Sciences. Engages in outreach with faculty and students to promote relevant resources and services. Provides consultation services to students and faculty, as well as instruction and collection development support. Provides general information service at the Help Desk with occasional evening and weekend work as required. Creates and pursues opportunities to develop the role of the Liaison Librarian as an integral partner in teaching, learning and research. Engages in ongoing assessment of liaison activities in assigned areas.

Under the direction of the Associate University Librarian, Collections & Liaison Services, is responsible for a number of scholarly communication / open scholarship initiatives.

Participates in library-wide planning, and the implementation of strategic initiatives. Engages in scholarly and service activities according to the Collective Agreement.

## RESPONSIBILITIES:

***Liaison***

In assigned areas:

- Provides in-depth consultation service on an individual basis (in person, e-mail, telephone, chat) to students and faculty
- Maintains an appropriate web presence
- Provides instruction and training through means appropriate to the discipline. Seeks to embed library resources and services into the curriculum whenever possible.
- Selects library materials to support teaching and research
- Prepares collection profiles, policies and reports
- Supports faculty and student use of health data

Also provides general service, in-person and online, at the Help Desk.

***Scholarly Communication / Open Scholarship***

Under the direction of the Associate University Librarian, Collections & Liaison Services:

- Coordinates Open Access education initiatives on campus
- Acts as Project Manager for several 'open scholarship' initiatives (e.g. Scholarly Journals @ Brock; open student research)

***Other Duties*:**

- Engages in professional development to enhance knowledge and expertise. Maintains awareness of developments and trends in academic librarianship and higher education in general.
- Engages in scholarly and service activities under the terms of the Collective Agreement.
- Performs other duties as assigned under the terms of the Collective Agreement

**KNOWLEDGE AND SKILLS REQUIRED:**

- Principles and applications of librarianship obtained through the completion of an ALA-accredited Master of Library and Information Science degree. Master's level education in a relevant discipline an asset
- Knowledge of information sources, including open access resources, in a broad range of disciplines. Detailed knowledge of resources in specialized areas of responsibility
- Knowledge of scholarly communication issues and trends. Familiarity with open access advocacy and strategies
- Knowledge of open scholarship technologies (D-SPACE, OJS) and issues
- Some disciplinary knowledge in assigned areas of responsibility, preferably obtained through the completion of an undergraduate degree as a minimum. Knowledge of discipline-specific vocabulary and research methods
- Knowledge of data products and resources, research data management issues
- Ability to engage students and enhance learning outcomes through effective teaching techniques and the use of appropriate educational technologies
- Effective analytical, problem-solving, communication, project management and interpersonal skills
- Knowledge of assessment methodologies
- Self-directed, with an ability to balance initiative and independent decision-making with collaboration and consultation. Strong organizational skills. Strong service orientation

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| Incumbent: | | _____ |
| Head, Liaison Services: | Laurie Morrison | _____ |
| AUL, Collections<br>& Liaison Services: | Barbara McDonald | _____ |
| University Librarian: | Margaret Grove | _____ |

Date: