

INVITATION TO APPLY

RBSC Cataloguing Librarian
Full-Time, 12-month Term
Anticipated Start Date: August 2023

UBC LIBRARY

As one of the world's leading universities, the University of British Columbia creates an exceptional learning environment that fosters global citizenship, advances a civil and sustainable society, and supports outstanding research to serve the people of British Columbia, Canada and the world.

We honour, celebrate and thank the xʷməθkʷəy̓əm (Musqueam) and Syilx Okanagan peoples on whose territories the main campuses of the University of British Columbia have the privilege to be situated.

The University of British Columbia Library is one of the largest academic libraries in Canada and consistently ranks among the top university research libraries in North America. UBC Library has 14 branches and divisions across two campuses (Vancouver and Kelowna), including an off-site hospital library; a multi-purpose teaching and learning facility, the Irving K. Barber Learning Centre; and the Xwi7x̱wa Library, a centre for academic and community Indigenous scholarship. Almost 300 knowledgeable employees – librarians, management and professional staff, support staff and student staff – provide users with the excellent resources and services that they need to further their research, teaching and learning.

To highlight a few exciting projects that the Library is working on:

- William Shakespeare's First Folio published in 1623 gifted to UBC Library
- UBC Library becomes first Canadian institution to join Dryad open-data repository
- UBC Library launches Open Publishing Program
- wi7x̱wa Library highlights local experiences of Residential Schools in Canada through curated exhibit displays

The UBC Library is committed to being a respectful, healthy environment that encourages leadership, collegiality, diversity, individual growth and opportunity. Explore our [aspirational values](#) that we strive to uphold and actively incorporate into all aspects of our organization. We are committed to eliminating institutional and structural systems of oppression and power (such as colonialism, sexism, classism, heterosexism, ableism, and white supremacy).

Learn more about the UBC Library [Strategic Framework](#) and about [working with us](#).

TECHNOLOGY, DISCOVERY, AND USER EXPERIENCE (TDUX)

Technology, Discovery, and User Experience (TDUX) is a centralized library unit charged with managing technology and metadata functions to ensure oversight, coordination, and responsibility for a wide-range of library technologies. These functions include discovery, metadata, web services, user experience, accessibility, identity management, and technology infrastructure. With a focus on the user experience, TDUX is comprised of librarians and staff who work in partnership with library stakeholders,

UBC IT, and library vendors to manage and deliver technology systems, services, and solutions to diverse library user groups.

RARE BOOKS AND SPECIAL COLLECTIONS

The Rare Books and Special Collections (RBSC) Branch holds and manages the majority of the Library's rare books, maps and manuscripts with a special emphasis on material related to the history of British Columbia and Western Canada. RBSC is also the caretaker of two recent major donations of books and archival materials from George Bowering (noted B.C. author) and Patricia Merivale (noted retired professor from the Department of English at UBC).

POSITION OVERVIEW

The RBSC Cataloguing Librarian, working under the guidance and mentorship of the Principal Cataloguer, is responsible for managing, cataloguing and processing of the George Bowering Collection and for cataloguing the majority of the post-1800 books for the Merivale Collection. Work will include inventory management, cataloguing and arrangement of the Bowering Collection, as well as the training and supervision of other staff or students involved in cataloguing and processing the collection. The RBSC Cataloguing Librarian, working in collaboration with the Principal Cataloguer, will provide copy cataloguing and original cataloguing of post-1800 books for the Merivale Collection, incorporating both local special descriptive guidelines and elements of the Rare Book descriptive standards in use in North American libraries (Descriptive Cataloguing of Rare Materials). Special attention will be given to aspects of the books that include (but are not limited to) provenance, annotations, inclusions, foliation and bindings. Related to both Bowering and Merivale collections, the RBSC Cataloguing Librarian consults on contributions to NACO, establishing and revising name headings as necessary.

This position reports to the Head, Technology, Discovery, and User Experience Unit and works under the guidance and mentorship and in collaboration with the Principal Cataloguer as well as the Rare Books and Special Collections librarians, archivists and staff. Consults with other members of TDUX, Collections Services, as well as internal and external stakeholders as appropriate.

TERMS OF APPOINTMENT AND SALARY

Appointment: This is a full-time, 12-month term appointment with an anticipated start date of August 2023.

The successful candidate will be a member of The University of British Columbia Faculty Association and the terms and conditions of appointment are governed by the Collective Agreement between UBC and the UBC Faculty Association (<http://www.hr.ubc.ca/faculty-relations/collective-agreements/>).

Eligibility: We are only considering applications from librarians with a maximum of 2 years of professional library experience. However, all internal candidates will be considered regardless of years of experience and are encouraged to apply.

Salary: Starting salary will be commensurate with experience and academic/professional qualifications, and will meet or exceed the minimum salaries outlined in the Collective Agreement. Information about

salary increases can be found in the Collective Agreement: <http://www.hr.ubc.ca/faculty-relations/collective-agreements/>

Benefits: Librarians and their dependents are eligible for an extensive benefits package including extended health care coverage, dental coverage, Employee and Family Assistance Program, life insurance, pension and travel benefits. To support families, UBC provides a top-up for eligible employees on maternity or parental leave. Tuition assistance is also available for qualifying employees and dependent children. In addition, librarians/archivists are eligible for professional development funding to support career growth at the university, as well as study leave. Details are available in the Collective Agreement, and for more information see UBC Human Resources:

<https://hr.ubc.ca/benefits/eligibility-enrolment/employee-groups>. Additional information about relocation to UBC Vancouver can be found: <https://hr.ubc.ca/working-ubc/housing-and-relocation-services>

UBC hires on the basis of merit and is committed to employment equity. All qualified persons are encouraged to apply.

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.

All qualified candidates are encouraged to apply; however Canadians and permanent residents will be given priority.

APPLICATION PROCESS

Applications will include: a detailed and current curriculum vitae; and a letter of application that includes a statement of citizenship/immigration status and indicates the candidate's education, training and work experience in the areas listed above, as well as how did you hear about this opportunity. One consolidated PDF is preferred.

Please visit the [UBC careers website](#) (JR12928) to view the full position description and on how to apply. The application deadline will be at 11:59pm on June 24, 2023.