Host Site: University of Pittsburgh Library System, Digital Scholarship Services

Site Supervisor: Mike Bolam  Email/Telephone: mrbst20@pitt.edu/ 412-648-5908

Position Category:  
- [X] Academic  
- [ ] Children & Youth  
- [ ] School  
- [ ] Archives  
- [ ] Public  
- [ ] Other

Time Commitment per week:  
- [ ] 10 hours  
- [X] 15 hours

Compensation:  
- Hourly wage $8.15  
- Stipend/term $__________

Public Transportation Accessible:  
- [X] Yes  
- [ ] No

Position Overview (1-3 sentences)

This Pitt Partners position will contribute to the work of Digital Scholarship Services, a front-end to the library's resources, expertise, and services in support of a broad range of digital and data-intensive scholarly activities. He or she will provide assistance to the Digital Scholarship Services staff members in the delivery of services, including services around research data management (RDM), data acquisition and analysis, and digital curation and stewardship. The Pitt Partner will support the activities in the Digital Scholarship Commons, a multi-use space in Hillman Library that houses a digital stewardship lab for digitization services, a flexible workshop area, and an instruction lab.

Essential Job Functions

Provide information and assistance to users of the Digital Scholarship Commons, including basic support and troubleshooting of equipment within the space;

- Serve as the logistical lead on the ULS/iSchool Digital Scholarship Workshop & Lecture Series, managing communications, room reservations, and room set-up for the events;
- Co-lead or lead session(s) for ULS/iSchool Digital Scholarship Workshop & Lecture Series;
- Participate as a member of the Digital Humanities and Social Sciences (DHSS) team and/or the Research Data Management (RDM) team at the ULS (groups of library colleagues supporting activities in these functional areas);
- Work with DHSS and/or RDM team leads to design and complete project(s) relevant to the teams’ activities (for example, LibGuide creation or the development of instructional materials).

Requirements

Applicants should demonstrate an interest in using digital technologies for educational, research, or personal use, and should have at least a basic degree of familiarity and comfort with computer and audio-visual technology. Applicants should have an interest in providing service support to digital and data-intensive research. Applicants to this position should possess a desire to learn, strong communication skills, and be comfortable asking questions.

Applicants should have availability on Fridays, when the Digital Scholarship workshops and lectures have traditionally been scheduled.