The Department of Research and Computational Data Management (RCDM) in the UGA Libraries offers resources and support for faculty and student research, including workshops and consultations related to research data management planning; data discovery, access, and collection; data storage, analysis, and visualization; and publishing, copyright, and preservation. The Research Data Management Coordinator reports to the Director of RCDM and works as a member of a collaborative team. The Research Data Management Coordinator will be responsible for supporting researchers who are developing research data management and sharing plans in alignment with current and emerging federal compliance standards. The Research Data Management Coordinator will also assist researchers with repository deposit and assist researchers in adherence with FAIR data practices. They will use a combination of outreach techniques including but not limited to targeted outreach and recruitment, data consultation hours, synchronous instruction (in-person and virtual), and self-service asynchronous instruction to promote standards compliance and open data sharing practice at UGA.

The Research Data Management Coordinator will work in alignment with policy recommendations developed by the Research Data Management Advisory Council. The Research Data Management Coordinator will also work closely with UGA’s Enterprise Information Technology Services (EITS), Georgia Advanced Computing Resource Center (GACRC), and academic IT units to coordinate support for research data curation.

Please consider applying at https://www.ugajobsearch.com/postings/349174
**Research Data Management Coordinator**

**Duties & Responsibilities:**

- Work in partnership with the Director of RCDM and colleagues to plan and develop innovative outreach services and resources to support research and teaching in the areas of research data management, research tools and workflows, and data sharing, ethics, curation, and preservation.
- Work in collaboration with RCDM colleagues and campus partners to develop sustainable workflows for research data management and curation services that ensure compliance with federal guidance and align with campus policies.
- Facilitate and lead RCDM instructional programming related to research data management, including the design, development, and delivery of instruction through multiple formats to meet stakeholder needs (e.g., in-person, hybrid, synchronous and asynchronous online).
- Deliver expert one-on-one consultations and instructional sessions to the UGA research community in support of research data management and tools for data curation and wrangling.
- Provide input and guidance on research repository workflows and data policies and assist in the selection of data repository platform.
- Work with colleagues at UGA EITS/GACRC and the Office of Research to coordinate support for research data lifecycles within UGA storage and data repository environments.
- Work in collaboration with RCDM colleagues to maintain awareness of applicable research data management standards, current tools and technologies, and emerging trends and issues impacting research and scholarship; work with local, regional, national, and international colleagues by engaging in professional development and fostering communities of practice.
- Participate in working groups, campus programs, and committees as assigned.
- Maintain flexibility and assume other similar duties and responsibilities as assigned.

**Preferred Knowledge, Skills, Abilities and/or Competencies**

- Ability to initiate and create buy-in with researchers and work effectively in an outreach role.
- Ability to explain and teach complex ideas clearly, engaging with diverse audiences through multiple instructional formats and settings.
- Understanding of Office of Science and Technology Policy guidance, its impact on federally funded research, and the role of libraries as key partners in supporting researchers to meet compliance.
- Understanding of the research lifecycle and research computing best practices, including data handling, transfer, compute and storage solutions for general and specialized research data (e.g., big data, HIPAA, CUI, classified data).
- Ability to work collaboratively in a team to solve emerging and potentially ambiguous problems.
- Familiarity with best practices for managing, curating, and preserving research data.
- Knowledge of FAIR data practices.
- Understanding of the use of persistent identifiers for researcher information, data, and publications.
- Knowledge of generalist and discipline-specific data repositories, including policy setting, deposit, and discovery.
- Working knowledge of relevant research data types, tools/technologies, programming languages, and approaches (e.g., DMPTool, OpenRefine, ChatGPT, DALL-E, GIT, MATLAB, R, Python, HTML, Excel, GIS, Tableau).
- Ability to embrace creativity and change that comes from technological and research innovation.
Research Data Management Coordinator

Minimum Qualifications:
An ALA-accredited master’s degree in librarianship/information science or foreign equivalent, or another terminal degree in a related field.

Candidates will be considered at the rank of Librarian I, II, III, or IV.

- To be considered at the level of Librarian II, candidates must have 2 years of professional experience after completion of their master’s degree in librarianship/information science, or terminal degree.
- To be considered at the level of Librarian III, candidates must have 5 years of professional experience after completion of their master’s degree in librarianship/information science or terminal degree.
- To be considered at the level of Librarian IV, candidates must have 10 years of professional experience after completion of their master’s degree in librarianship/information science or terminal degree.

For more information about the requirements for the Librarian ranks, please visit this link: Guidelines for Librarian/Archivist Faculty Rank and Promotion

Relevant/Preferred Education, Experience, Licensure, and/or Certification:
- One or more years of experience working in research data management, research computing (including high performance computing), research compliance, digital scholarship and/or data services or a related position.
- One or more years of experience working in tandem with digital scholarship professionals regarding data acquisition, data analysis and visualization, research impact, open access, and publications services.
- One or more years of experience working with IT systems related to data transfer, compute, and storage solutions (e.g., Globus, high-performance computing, on-premise and cloud solutions).
- One or more years of experience working in a research-intensive higher education setting.
- One or more years of experience working with IR/data repositories.

Salary and Benefits:
Salary will be based on the successful candidate’s qualifications and experience. The minimum salary ranges from $57,250 – $66,250. UGA librarians are non-tenured faculty members working on 12-month contracts.

The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ethnicity, age, genetic information, disability, gender identity, sexual orientation or protected veteran status. Persons needing accommodations or assistance with the accessibility of materials related to this search are encouraged to contact Central HR (hrweb@uga.edu).

UGA offers an attractive benefits program including a choice of health and retirement plans, dental plan, vision plan, tuition remission, paid relocation, 21 days annual leave, 12 days sick leave, and 13 paid holidays.
About the University of Georgia

Since our founding in 1785, the University of Georgia has operated as Georgia’s oldest, most comprehensive, and most diversified institution of higher education (https://www.uga.edu/). The proof is in our more than 235 years of academic and professional achievements and our continual commitment to higher education. UGA is currently ranked among the top 20 public universities in U.S. News & World Report. The University’s main campus is located in Athens, approximately 65 miles northeast of Atlanta, with extended campuses in Atlanta, Griffin, Gwinnett, and Tifton. UGA employs approximately 1,800 full-time instructional faculty and more than 7,700 full-time staff. The University’s enrollment exceeds 40,000 students including over 30,000 undergraduates and over 10,000 graduate and professional students. Academic programs reside in 18 schools and colleges, as well as a medical partnership with Augusta University housed on the UGA Health Sciences Campus in Athens.

About University Libraries

The UGA Libraries advance the University of Georgia's mission by providing the best possible access to recorded knowledge, actively contributing to the success of students and faculty through teaching and research services provided in physical and virtual environments, exemplifying the University’s strategic priority to serve the people of Georgia and beyond, and upholding the University’s commitment to diversity and inclusion. A member of the Association of Research Libraries with 75 faculty librarians and archivists, 150 staff and nearly 200 student workers, the UGA Libraries receive more than three million visits per year on average and provide services at nine locations across the Athens campus, among them the Main Library, Miller Learning Center, Science Library, Special Collections Libraries, and Health Sciences Carnegie Library. The UGA Libraries offer nationally distinctive special collections related to Georgia’s history, politics, and public policy, and preserves one of the foremost media collections in public broadcasting. The UGA Libraries provide IT support for GeorgiA LIbrary LEarning Online (GALILEO), Georgia’s statewide virtual library initiative, and is home to the UGA Press and The Georgia Review literary journal.

Visit libs.uga.edu for more information.
Special Instructions to Candidates:
Applicants should attach a 1-2 page letter of interest, a complete CV, and the names, titles, and contact information of three professional references. The University of Georgia Libraries wish to emphasize that preferred qualifications are not required and we are committed to helping our future colleagues develop preferred knowledge, skills and abilities. Applicants are encouraged to communicate the ways in which their work meets required or preferred qualifications in ways that may not be obvious. Candidates are encouraged to submit their materials by January 2, 2024, however, the position will remain open until filled.

About the City of Athens

Just 65 miles northeast from Atlanta, Athens is a vibrant college town filled with creative energy. The city is located along the North Oconee River in Clarke County, in northeast Georgia just below the foothills of the Blue Ridge Mountains and only a few hours’ drive from the Atlantic coast. In 1801 it was chosen as the site of Georgia’s first state college and named Athens after the city in Greece. Today, Athens is considered one of the hippest small cities in America as well as one of the most progressive cities in the South.

Nicknamed the Classic City, Athens is best known for great music, a happening food scene, and of course the Georgia Bulldogs, winners of the 2021 and 2022 College Football National Championship. In the spring, the city’s Twilight Criterium, one of the country’s largest cycling events, attracts both cyclists and spectators. Athfest, a local music festival held on outdoor stages and in venues around town takes place each summer, and the Hot Corner Festival celebrates the African American business community and culture each June. On autumn Saturdays the town swells as football fans flock to cheer on the University of Georgia Bulldogs. In recent years the town is becoming known around the Southeast as a beer destination, complete with great breweries like Creature Comforts and Terrapin. Filled with historic architecture and home to the State Botanical Garden of Georgia, Athens is a unique blend of traditional heritage and trend-setting southern culture.

In 1990 the city of Athens and Clarke County combined to form a unified government. Home to more than 100,000 residents, the top three employers include the University of Georgia, Piedmont Regional Healthcare System, and the Athens-Clarke County School District. With more than 12,000 enrolled students, the Athens-Clarke County School District is proud to serve a diverse population across 14 elementary schools, 4 middle schools, and 2 high schools, as well as an early learning center and community career academy.

Questions? Email libjobs@uga.edu