

Job Title: Open Research Librarian
Reporting To: Associate Librarian Education, Research & Clinical Support
Location: 26 York Street
School (or department): RCSI Library
Contract type/duration: Permanent, Full Time
Closing date for applications: 5pm, Wednesday 22nd October 2025

Royal College of Surgeons Ireland (RCSI):

RCSI is a community of academic, research, clinical and professional staff working collaboratively to lead the world to better health. Here, you will thrive in an innovative and inclusive atmosphere, and your personal development and wellbeing will be supported. We invite you to join us to help deliver on our exciting mission “To educate, nurture and discover for the benefit of human health”. We seek candidates whose experience to date has prepared them to contribute to our commitment to the [“Race Equality Action Plan 2025-2029”](#) at RCSI. Our students come from all walks of life and so do we. We hire great people from a wide variety of backgrounds. This makes our university stronger and ensures we hire the best talent.

For each of the last six years, RCSI has been positioned in the Top 300 of universities worldwide in the Times Higher World University Rankings. We are proud that RCSI ranks first in the world for “Good Health and Well-being” in the Times Higher Education #SDG #SDG Impact Rankings 2025. This reflects our commitment to supporting people of all ages to live healthy lives and our work to promote the concepts of well-being and positive health. Our values of Respect, Collaboration, Scholarship and Innovation continue to unite and direct our purpose.

[Innovating for a Healthier Future 2023-2027](#) is RCSI’s new five-year strategic plan. Through it, RCSI will enhance human health by meeting the health workforce needs of society, creating the insights and inventions that drive health improvements, and working in partnership with patients and the public in support of better health and well-being for all. The strategy unites the RCSI community in supporting the UN Sustainable Development Goals – with a particular focus on Goal 3, which targets good health and well-being. More details about RCSI can be found at www.rcsi.ie; in particular.

At RCSI, our core values of Respect, Collaboration, Scholarship, and Innovation are at the heart of everything we do. We are committed to creating an inclusive and supportive environment where every colleague is valued and empowered to thrive. Our dedication to these values ensures that we foster a culture of mutual respect, open collaboration, continuous learning, and innovative thinking. Join us at RCSI, where your contributions will be recognised, and you will be part of a dynamic team making a real impact on global health.

Objective of this post:

The Open Research Librarian manages, develops, and delivers services in support of Open Research, including the operation and development of the RCSI Repository, promotion and training on Open Access, advice and support for Open Access agreements, research impact and metrics, copyright and open publishing.



1. Open research

- Lead the promotion and delivery of support for researchers on open access publishing and support the dissemination of RCSI research outputs through open research practices.
- Collaborate with library colleagues to coordinate the development, promotion and delivery of the range of Library research support services
- Build strong working relationships with the RCSI research community, Office of Research and Innovation, Insights and Planning Office, and other internal stakeholders as appropriate.
- Represent the Library on relevant internal and external working groups and committees as required, taking an active role in national groups and initiatives on open research
- Develop and maintain strong peer networks across higher education and other sectors to inform service development and enhance collaboration. Keep abreast of trends, developments and policies relating to open research both nationally and internationally

2. Repository and infrastructure

- Manage the daily operation of the RCSI Repository, ensuring effective processes are in place and consistent standards are being followed.
- Manage the repository workloads amongst the supporting staff, ensuring timely approval of new additions, monitoring of new publications, and follow up with authors where needed.
- Take the lead in planning the ongoing development of the repository to ensure it continues to meet the needs of RCSI, working with the Library Digital Systems and Services Coordinator, IT, the service provider and further colleagues as needed
- Stay up to date with functional aspects of the Research Information Management System (RIMS - currently provided by Symplectic Elements) and in particular its effects on and integration with the repository
- Work with the repository provider (currently Figshare) and take part in the provider community
- Play an active role in Open Repositories Ireland and any other relevant cooperative communities on repositories and their standards
- Maintain operational and system documentation including the production of usage reports, relevant policies and procedures, and ensure the ongoing application of appropriate metadata standards
- Work with appropriate partners to ensure the ongoing effective integration of the repository and its metadata into national and international gateways

3. OA Agreements and copyright

- Provide expert guidance, consultation and support to researchers on scholarly communications issues including authors' rights and licencing, funder open access dissemination requirements, open access publishing options and open research principles and practices
- Promote the Library's open access publishing agreements, managing the approvals process and providing advice to authors



- Provide copyright advice to library users and update and maintain guidance on copyright for researchers, educators and students

4. Research Visibility and Impact

- Support and provide training to researchers on the use of bibliometric tools to evaluate impact, including helping to provide or verify individual metrics for promotions, grant applications, etc.
- Offer assistance and advice to researchers on maintaining a researcher profile on RIMS and other external services
- Promote and monitor the adoption and use of ORCID, highlighting its benefits to researchers
- Work closely with key university stakeholders, provide expert advice and assistance on the appropriate and responsible use of citation-based metrics and other relevant research impact measures and tools
- Actively engage with the university's Insights & Planning Office, coordinating support and training for researchers and departments on research metrics, and helping ensure their accurate and responsible use.

5. Line Management and supervision

- Provide direction and supervision to paraprofessional staff supporting Research Support including but not limited to, proactive delegation of tasks, supervision and review of work processes and workflows; staff training; professional development planning, aligning team activities with operational and strategic goals.

6. Training

- Develop and implement appropriate outreach and training aimed at research staff and postgraduate students relating to all aspects of open access publishing, the evolving scholarly communications landscape and, in cooperation with the Research Data Coordinator, on open research practices and approaches
- Develop, maintain and update appropriate online guidance through LibGuides and other means, and promote and educate RCSI users on all aspects of Open Research and related areas.

7. Other

- Providing usage statistics and management information as required
- Evaluating programmes and services
- Making a positive contribution to all aspects of the library service
- Performing other duties as may be assigned
- Complying with statutory legislation and rules and requirements in furtherance of your own and general staff welfare and safety.
- Undergoing programmes of training and development relevant to the role and as may be required from time to time.
- Representing the best interests of RCSI at all times.



Knowledge & Experience

| ESSENTIAL | DESIRABLE |
|---|---|
| <p>QUALIFICATIONS</p> <ul style="list-style-type: none"> Post-graduate qualification in library or information science or equivalent Evidence of commitment to CPD | <ul style="list-style-type: none"> Membership of relevant professional association (s) Open Research training |
| <p>EXPERIENCE</p> <ul style="list-style-type: none"> Experience of working in academic libraries or equivalent Working with digital content and metadata standards Providing services and support to researchers | <ul style="list-style-type: none"> Experience of working in health sciences libraries Repository management and systems, ideally Figshare Working with bibliometrics and research profiles |
| <p>KNOWLEDGE</p> <ul style="list-style-type: none"> Familiarity with best practice in academic libraries in general Open access publishing and the wider open research environment Institutional repositories and repository management including standards and copyright | <ul style="list-style-type: none"> Familiarity with bibliometrics and citation tools Expert knowledge of health sciences information resources Emerging trends and current issues in academic libraries and higher education sector in Ireland Researcher profile tools, especially ORCID |
| <p>SKILLS</p> <ul style="list-style-type: none"> Excellent written and verbal communication skills Excellent presentation skills Good organisational, analytical, problem solving and time-management skills | <ul style="list-style-type: none"> Very strong IT skills |
| <p>PERSONAL ATTRIBUTES</p> <ul style="list-style-type: none"> Excellent customer service focus & commitment Highly collaborative team player Self-directed, enthusiastic and motivated Adaptable | |
| <p>OTHER</p> <ul style="list-style-type: none"> Able to work flexibly in response to service needs Committed to equality and diversity | <ul style="list-style-type: none"> Willing to travel between sites if required |

We are all too aware that imposter syndrome and the confidence gap can sometimes stop fantastic candidates putting themselves forward, so please do submit an application — we'd love to hear from you.

Application Process

Please apply online through the RCSI careers portal on the closing date with your CV and cover letter. Click [here](#) to read our Recruitment and Selection Policy for Researcher.

Informal Enquiries:

Informal enquiries are invited in the first instance through Rebecca O'Brien, Human Resources Department (email: rebeccaobrien@rcsi.ie). All applications for this post must be made through the career's webpage www.rcsi.com/careers. Rebecca can arrange for relevant queries on the academic aspects of the role to be addressed by the hiring manager. Please note we do not accept CVs directly.

Garda vetting and occupational health review may be required for this role, depending on the nature of the duties and responsibilities. Further information will be provided during the recruitment process.

Employee Benefits

At RCSI, we help care for our people so they can focus on our mission to Educate, nurture and discover for the benefit of human health. RCSI truly goes above and beyond to support its employees, ensuring they have everything they need to thrive both personally and professionally. Here's a glimpse of the fantastic benefits available:

Health and Wellbeing:

- Our Inspire Programme promotes the importance of taking care of both our general health and mental health. Inspire manages the Employee Assistance Programme (EAP) offered through SpectrumLife. Past events held by Inspire have included, workshops on mindfulness practices, yoga, nutritional advice, financial advice on mortgages, pensions & health insurance from leading experts, fitness challenges, baking competitions, weight loss programmes, annual flu vaccination campaign and many more.
- You can also enjoy access to an onsite gym for just €10 per month.

Work –Life Balance:

- Maintaining a healthy work-life balance is crucial for fostering employee well-being, productivity, and overall satisfaction. At RCSI, we offer flexible working arrangements, study leave, and career breaks. In addition to 20 days of annual leave, employees receive an extra 6.5 days of university privilege days, which occur annually around the Christmas and Easter breaks.



Family Benefits:

- RCSI offers enhanced family leave to our working parents with fully paid Maternity, Adoptive, Paternity and Surrogacy Leave. We also offer the first two weeks of Parents leave fully paid for, as well as the option to take Parental Leave until your child is 18 years old. We provide access to Platform 55, a new Parents Platform to support staff before, during, and after becoming a parent. We also offer flexible working, discounted Giraffe crèche services of up to 20% and a Parents and Carers' Network.

Financial Security:

- Benefit from automatic enrolment in a pension scheme with Willis Towers Watson with the employer contributions increasing with your length of service, Death in Service of up to 4 times your salary, long-term illness and disability income replacement, and free advice on health, motor, and home insurance.

Discounted Services:

- Avail of discounted GP services, Tax saver commuter tickets, the BiketoWork scheme, free eye tests at the National Optometry Centre, and discounted parking at St. Stephen's Green/RCSI car park.

Recognition:

- At RCSI, we value and recognise the contributions of our staff through various awards and events, such as Long Service recognition, the Vice Chancellor Staff Awards, and through Research Day.

Professional Growth:

- RCSI's Staff Learning and Development is committed to providing colleagues with opportunities and support to help them reach their full potential and thrive at work. Offerings include a comprehensive programme of staff training, management and leadership development, mentoring, coaching and funding support for further study.

Staff Networks:

- Additionally, we support a range of staff networks, including the Women's Network, Postdoctoral Staff Network, Parents & Carers' Network, Project Manager's Network, LGBTI+ Network, Age Friendly Network etc. These networks help RCSI to foster a sense of community and inclusivity.

Sports and Social Club:



- Engage in a variety of activities such as Yoga, Pilates and a variety of different Fitness classes. Enjoy social evenings, Book Clubs, Summer BBQs and one-off events like the Taste of Dublin, Bloom, Dublin Horse Show and Dublin Zoo. We also have a variety of discount tickets for shows and events through the year.

Note: This job description may be subject to change to reflect the evolving requirements of the Department and RCSI. Similar vacancies that arise in the next 6 months may be filled from the pool of applicants that apply for this position. RCSI is proud to be an equal opportunity employer and welcome applications from all suitably qualified persons regardless of their gender, civil status, family status, sexual orientation, religion, age, disability or race. RCSI is committed to embedding equality, diversity and inclusion (EDI) across everything we do. This ensures we can all work and learn in an environment defined by dignity and respect. Eligibility to work in Ireland is a requirement of this role, Proof of eligibility documentation will be required at a later date. Under limited and specific circumstances (research/ specialist roles) RCSI may be in a position to seek a hosting agreement and/or work permits. Employees are required to undertake 6 months service in their current role before applying for other internal opportunities, unless agreed in advance by the SMT representative

