

JOB DESCRIPTION

Job Title: Research Librarian	Band 6: £30,805 to £37,174 per annum <i>Opportunity to progress to £40,497 subject to performance and the university reward scheme</i>
Department: Library Services	
Reporting directly to: Head of Open Scholarship and Content	
Supervisory responsibility for: Repository Assistant	
Other Contacts Internal: Other library teams, academic schools, Doctoral School, Research Innovation and Impact Office, College Research Directors, and School Research & Knowledge Exchange (RKE) Coordinators External: Worcestershire County Council staff	
Main Duties*: <ol style="list-style-type: none"> 1. To create strong working relationships and collaborate effectively with academic staff, researchers and other research stakeholders, offering expert advice on matters related to research and scholarly communications, including copyright and rights retention. 2. To lead the coordination, development and delivery of skills support to researchers, working collaboratively with other Library Services teams, the Doctoral School and the researcher community to support researcher skill development. 3. To liaise and consult with Schools and Institutes, Academic Colleges and Professional Services to develop appropriate research services and interventions in support of research activity. 4. To gather, analyse and report on data related to research aligning with existing reporting structures at the university. 5. To produce and update research support guides and online tools, including video, and maintaining relevant information on the LS/Hive websites. 6. To lead the management and development of the institutional repository (WRaP), its integration with systems which support of the Open Access agenda in collaboration with the Research Office, Systems Librarian and Eresources Manager. 7. To inform the strategic direction of LS and the University with respect to scholarly communication and research services. 8. To line-manage, motivate and develop the Repository Assistant and additional staff as required. 9. To actively promote and advocate for The Hive and Library Services, both internally, contributing to academic engagement with The Hive, and externally, using a range of technology and approaches, including social media, conferences, and publications. 	



10. Maintain professional awareness and expertise of developments in open scholarship and research skills, including but not limited to copyright, rights retention, publishing, and bibliometrics in order to develop services and to share knowledge with Library Services and academic colleagues as well as the wider information community.
11. To be a member of the Library Managers group.
12. Contribute to department-wide or University projects where appropriate.
13. Maintain personal and professional development to meet the changing demands of the job; participate in appropriate training activities and encourage and support staff in their development and training.
14. Take steps to ensure and enhance personal health, safety, and well-being and that of other staff and students.
15. Carry out these duties in a manner that promotes equality of opportunity and supports diversity and inclusion and takes into account the University's commitment to environmentally sustainable ways of working.

*The above does not represent an exhaustive list of duties associated with this role.