



**University of Miami Libraries
Associate Dean for Digital Strategies
Coral Gables, Florida**

The University of Miami Libraries (UML) seeks an innovative and experienced leader to join an exceptional administrative leadership team. Reporting to the Dean and University Librarian, the Associate Dean for Digital Strategies will provide strategic leadership and direction for UML digital infrastructure, scholarship services and technology planning. The Associate Dean (AD) will also provide University-wide leadership and serve as the primary spokesperson for the Libraries' digital strategy and services to the UM community, will oversee the Libraries digital production and infrastructure development for all of the Libraries content management systems and repositories, provide leadership within the Libraries on the creation and curation of digital objects for research and learning, and grow and expand UML's new digital scholarship services program supporting a wide range of digital scholarship and scholarly publishing. The incumbent will also provide leadership on promoting openness in scholarly communication and promoting Libraries' services and infrastructure that expand access to learning resources and research outputs.

The AD for Digital Strategies will be joining the UM Libraries at an opportune moment in its development. The Libraries are implementing a range of initiatives associated with its new strategic plan: *Transforming Lives; Opening Worlds* < <http://library.miami.edu/strategic-plan-pdf>>. As a critical leader within an organization united by this shared vision, the AD will manage the Digital Strategies division and participate in continued planning and strategy development for the Libraries. The AD for Digital Strategies will participate in maintaining and further developing a strong, collaborative and high-functioning administrative leadership team that communicates effectively with each other and the Dean of Libraries.

Specific challenges and opportunities for the AD include:

Provide strategic leadership and direction for UML's Digital Strategies

The Associate Dean for Digital Strategies will lead digital efforts across the UML, taking a "big picture" view across the Libraries, unifying and aligning existing initiatives and developing a strategy and framework for new

endeavors. The AD will be the primary spokesperson for the Libraries' digital strategy and services to the UM community. The AD will also be the link to the University's IT services on campus on all digital endeavors and will ensure alignment of UM Libraries digital infrastructure with the University's IT services. The AD will also develop grant and fund-raising opportunities as appropriate for the Libraries. This individual will also actively participate in related national and international organizations to keep abreast of current activities, identify best practices, and to promote and represent the Libraries.

Promote and provide leadership for the digital scholarship services group

The Associate Dean for Digital Strategies will be working with a core digital scholarship services team including a GIS Services Librarian, Data Services Librarian, Data Scientist, Digital Humanities & Scholarship Librarian, GIS/Data Services Specialist, and Digital Publishing Services Specialist. The incumbent will lead and manage the team, developing individuals as professionals and ensuring that their activities are well-coordinated. The AD will work closely with the Associate Dean for Learning & Research Services to create an optimal distribution of scholarship services that leverages the existing roles of liaison librarians and growing the Libraries' capacity to support innovative digital scholarship. The incumbent will work with the AD for Learning and Research Services, the AD for Collection Strategies, and the heads of the distinctive collections units (Cuban Heritage Collection, Special Collections, University Archives) to promote the use of digital collections to advance teaching and learning in undergraduate and graduate education. The AD will provide leadership for the Libraries' engagement with the Office of Research in developing a research information systems architecture that bridges the Libraries' expertise in bibliometrics, digital publishing and digital content stewardship with the needs of UM's research enterprise.

Oversee the Libraries' web presence, digital infrastructure and digital production

The Associate Dean for Digital Strategies will ensure integration of the program and projects across the Libraries and oversee infrastructure development for all of the Libraries' content management systems. The AD will also provide leadership within the Libraries on the creation and curation of digital objects for research in all formats. The AD will work with asset owners (including Special Collections, University Archives, and the Cuban Heritage Collection) as well as the Digital Collections Committee to ensure

understanding of curation requirements and digitization prioritization processes. The AD will oversee the team of web developers and programmers that support the Library's virtual services including the UML website, digital collections and collaborative digital content and preservation partnerships such as HathiTrust, APTrust, and the Sunshine State Digital Network. The individual will work closely with the Associate Dean for Information Systems & Access to develop and manage a rational and flexible distribution of programming skills and support across the Libraries' array of technology-based programs. The AD will supervise the managers of Digital Production, Web and Application Development, and Digital Infrastructure. The individual will develop a broad array of domain expertise within the Libraries' staff supporting the application of new technologies and approaches to digital library content.

Promote openness in scholarly communication

The Associate Dean for Digital Strategies will serve as the UM Libraries' lead for promoting openness in scholarly communication at the University. The incumbent will advocate for open education resources, open access to research outputs, author's rights and fair use. The AD will work closely with the AD for Learning and Research Services to assess the scholarly communication awareness and needs of UM faculty and students and identify ways to meet them. The AD will work closely with the AD Collection Strategies to ensure that the Libraries' collection development program maximizes support for open content. The AD will also serve as the Libraries' chief openness officer, identifying ways to ensure open access to Libraries administrative and academic resources.

Leadership and personnel development

An important role for every Associate Dean is to foster professional and career growth opportunities within their division. Accordingly, the AD for Digital Strategies supports the advancement and development of librarian faculty and staff under their jurisdiction in a number of ways including coaching, mentoring, and providing strategic budgetary support for continuing education, training and professional development. The AD will work with all members of the administrative leadership team to identify new ways in which to achieve the strategic plan goal of enabling the evolving workforce.

QUALIFICATIONS

The following qualifications are required for the next Associate Dean for Digital Strategies:

- Master's degree in library and information science, computer science, or a closely related field.
- Minimum of five years' experience working in academic research libraries.
- Demonstrated knowledge of current trends and issues in the application of technology to libraries and higher education.
- Demonstrated knowledge of policies, best practices, and strategies for opening access and use to digital assets and scholarly content.
- Substantive knowledge of digital assets and the technical infrastructure required for their lifecycle management, including metadata requirements, migration strategies, best practices in digital preservation, and relevant national and international standards.
- Substantive knowledge of library systems, digital libraries, and digital repositories.
- Demonstrated knowledge of copyright issues in an academic library.
- Familiarity with modern software development methodologies and technologies.
- Strong knowledge of community-based and commercial data curation strategies.
- Experience in planning for the delivery of information resources in a diverse computing environment
- Demonstrated project management and organizational skills, including flexibility in meeting objectives, and implementing creative solutions.
- Ability to effectively supervise, evaluate motivate, and mentor staff.
- Demonstrated effective fiscal management.

- A strong commitment to diversity and inclusion in supporting a diverse workforce and serving the needs of a diverse population.
- Excellent interpersonal, written, and oral communication skills.
- Demonstrated ability to work collegially with faculty, staff, and students.
- Evidence of continued professional development.

In addition to the above, the following experiences are preferred:

- Experience with digital scholarship in one or more disciplines.
- Experience in implementing research data management services.
- Experience participating in and/or managing grant-funded projects.

SALARY AND BENEFITS: Compensation will be competitive and commensurate with experience and qualifications. This is a non-tenure track faculty appointment at the Librarian Associate Professor or Librarian Professor rank. The position offers a comprehensive benefits package including: TIAA-CREF; medical and dental insurance; life, disability, and long-term care insurance available; tuition remission; 13 paid holidays; and 22 days annual vacation. Additional employment benefits available include credit union; Employee Assistance Program; bookstore, and sporting event discounts; optional fee-based membership in a state-of-the-art wellness center, and no state or local income taxes. More information on benefits can be found at: <http://hr.miami.edu/benefits-and-wellness/index.html>.

APPLICATIONS AND NOMINATIONS: Review of applications will begin immediately and continue until the position is filled. Applications and nominations will be accepted until a suitable candidate is selected. Applications should be submitted [here](#) and must include a letter of interest, curriculum vitae and the names of three references. The references will not be contacted before the appropriate time.

**The University of Miami is an Equal Opportunity Affirmative Action Employer.
The University has a strong commitment to diversity and encourages
applications from candidates of diverse cultural background.**

CONTEXT

THE UNIVERSITY: The University of Miami is one of the great success stories of American private higher education. The University was founded in 1925 by a group of citizens who believed that an institution of higher learning was needed for the development of their young and the growing community in South Florida. A year later the area was devastated by a hurricane, and before it could recover the nation was plunged into the Great Depression and then World War II. The University survived primarily due to the vision and persistence of its first president, Dr. Bowman F. Ashe (1926-52) who, after leading the institution through the War, oversaw the University's first period of explosive growth and expansion immediately following World War II. Today the University of Miami (www.miami.edu) is one of the nation's leading research universities in a community of extraordinary diversity and international vitality. The University is a privately supported, non-sectarian institution located in Coral Gables, Florida, on a 260-acre subtropical campus with operations at three additional locations throughout the greater Miami region. The University comprises eleven degree granting schools and colleges, including Architecture, Arts and Sciences, Business Administration, Communication, Education, Engineering, Law, Medicine, Music, Nursing, and Marine and Atmospheric Science. Over 13,000 full- and part-time faculty and staff provide a comprehensive and robust educational experience to over 16,000 undergraduate and graduate students from around the world through the University. Over the past 15 years, the University of Miami has climbed in the U.S. News & World Report's best university rankings to a current ranking of #46 in the nation. U.S. News also cited several of its programs in "America's Best Graduate Schools." The university operates with an annual budget of approximately \$2.7 billion and reports approximately \$360 million annually in external research funding.

LIBRARIES. The University of Miami Libraries (UML) rank among the top 50 research libraries in North America with a collection of 3.75 million volumes (including more than 1m e-books) and 114,801 current serial subscriptions (including 113,585 electronic journals). UML comprises six libraries across the University's three campuses. UML locations on the Coral Gables campus include: the Otto G. Richter Library (interdisciplinary library); the Paul Buisson Architecture Library; the Judi Prokop Newman Business Information Resource Center; and the Marta and Austin Weeks Music Library. The downtown Miami campus hosts the Louis Calder Memorial Library (medical library). The Virginia Key campus hosts the Rosenstiel

Marine and Atmospheric Science Library. Libraries at the School of Law and the Department of Ophthalmology in the Medical School are administered independently. The University of Miami Libraries provide support and services for 10,849 undergraduates, 5,952 graduate students, and 15,091 full and part time faculty and staff. UML employs 79 professionals (including 51 librarian faculty), 83 support staff and 42 FTE student employees. UML is a member of and contributor to the Association of Research Libraries, Association of Southeast Research Libraries, Association of Academic Health Science Libraries, Council on Library and Information Resources, OCLC Research Library Partners, International Federation of Library Associations, Center for Research Libraries, International Association of University Libraries, Library Publishing Coalition, Digital Library Federation, Hathi Trust, Academic Preservation Trust, Consortium of Southern Biomedical Libraries, Florida Collaboration of Academic Libraries of Medicine and Southeast Florida Library and Information Network. UML licenses electronic resources through the Northeast Research Libraries and Lyris consortia. UML is a member of the Rosemont Shared Print Alliance, Scholars Trust and Florida Academic Repository (FLARE).

DIGITAL STRATEGIES. The UM Libraries Digital Strategies division comprises 19 faculty and staff responsible for providing digital services and infrastructure in support of the Libraries' mission to serve the research and teaching needs of UM faculty and staff. The University of Miami *Digital Collections* provide online access to primary source materials to support teaching, learning, and research at the University and worldwide. The Digital Collections feature unique items from the University of Miami Libraries, including the Cuban Heritage Collection, Special Collections, and the University Archives, as well as distinctive collections developed in collaboration with non-library partners. Digital resources include correspondence, manuscripts, books, periodicals, scrapbooks, photographic images, slides, maps, prints, posters, audio, video, and oral histories. Currently, the site contains over 120 digital collections and 115,000 items. The University of Miami *Scholarly Repository* provides access to over 7,500 UM student theses and dissertations, faculty publications, datasets, journals, conference proceedings, article pre-preprints, and other University-generated content is hosted and disseminated. Last year, there were over 290,000 downloads worldwide from the Repository. The *Digital Scholarship program* provides a wide range of research data, geographic information systems (GIS), digital humanities, and digital publishing services to faculty and students. Program

staff manage a GIS/Data Lab on the first floor of the Richter Library and provide research software training and consulting services. The program currently supports publication of two journals: *Anthurium* and *Collaborations* and is developing the capacity for providing broader publishing support to the schools and colleges.