Data and Visualization Services Librarian

Duke Kunshan University

Job Description

Position Summary:

Reporting to the University Librarian, working closely with other library staff including Data and Visualization service staff at Duke University Libraries (DUL), the Data and Visualization Services Librarian position provides important rule in developing, designing, and implementing data and visualization resources and services to support faculty and other researchers on campus. The incumbent will use a variety of technologies, along with excellent communication and interpersonal skills, to provide the best possible knowledge and experience for library patrons in data and visualization practice.

Reports to:

University Librarian, DKU

Essential Duties:

- Leading the design, development and implementation of sustainable and scalable data and visualization resources and services, as pertains to the curricular and research needs of the institution and building the foundation for these services in support ofthe visualization lab, the digital media and scholarship commons planned for the new library.
- Contributing to university-wide initiatives to develop and design policies, services, and infrastructure to enable faculty and students to manage, visualize, represent, and share their research data.
- Collaborating with campus stakeholders to support teaching and learning and provide workshops in the use of data and visualization tools for faculty, staff and students in all academic disciplines.
- Working with other library units, the Office of Research Support, research programs, and technical experts to develop and implement infrastructures and services that enhance access to data through visualization and effective design.
- Partnering with faculty, other researchers, and the staff at Office of Research Support to plan and create effective, innovative, and sustainable data management based on researcher needs, current standards, and best practices.

Other Duties:

- Planning, developing, and delivering library outreach programs with a focus on data management and data visualization.
- Facilitating and coordinating special library projects.
- Compiling statistics, analyzing data, and preparing reports relating to areas of responsibility.
- Performing other job related duties as required or assigned.
- Supervising staff, interns and student workers as needed.
- University employees' job responsibilities will continue to expand in scope and depth as the University grows in size and complexity in its programs.

Required Qualifications:
- Master's degree in LIS, IS, or advanced subject degree or Ph.D. candidancy.
- Demonstrated experience with data visualization consulting in an academic or professional position.
- Working familiarity with data visualization tools (Excel, Tableau, Illustrator, etc.) and/or languages required for data visualization (R, Python, SAS, Stata, etc.).
- At least one year professional work experience in data visualization and/or data resource management services.
- Demonstrated ability to work collaboratively and successfully manage projects.
- Knowledge of research processes and the role of data and visualization within contemporary research.
- Ability to monitor and creatively respond to emerging researcher data needs.
- Solid oral and written communication skills in English.
- Strong communication, planning, problem-solving, and analytical skills.
- Knowledge of current and emerging trends, issues, and methods in data and visualization.
- Demonstrated abilities in research, scholarly work, and professional services.

Preferred Qualifications:
- Demonstrated portfolio of data management and/or data visualization work.
- Experience training, mentoring, and supervising staff/student workers.
- Fluency in oral and written Chinese.
- Faculty status will be considered with demonstrated evidences in research, scholarly work, and professional services.

How to Apply:

Duke Kunshan University requests from all applicants a curriculum vitae, a cover letter, and the name and contact information for three references. The materials should be submitted to DKUrecruitment@dukekunshan.edu.cn. Priority will be given to applications received by January 6, 2019 and applications will continue to be reviewed until the position is filled.