**Location:** Himmelfarb Health Sciences Library, George Washington University  
**Job Title:** Scholarly Communications and Metadata Librarian  

**Responsibilities:**  
The George Washington University's Himmelfarb Health Sciences Library seeks a dynamic, collaborative information professional to provide leadership and expertise in scholarly communications, copyright, open access, data management, and research impact. This position also manages Himmelfarb's cataloging and oversees the organization and management of the library's catalog and institutional repository. The Scholarly Communications and Metadata Librarian reports to the Associate Director, Library Operations, and is a collaborative member of the Library Operations team. The Scholarly Communications and Metadata Librarian supervises the Metadata Specialist (a full-time staff position). Organizes initiatives that support the scholarly publishing lifecycle and provides support to SMHS, GWSPH, and GW Nursing authors by providing consultation on scholarly communications and publishing-related topics and issues. Develops and creates metadata for Himmelfarb Library's institutional repository (IR). Supports GW's Open Access policy by collaborating with SMHS, GWSPH, and GW Nursing departments to identify scholarly output to archive in the IR. Performs original cataloging and oversees copy cataloging using WorldShare Record Manager, RDA, MeSH, and LC classification. Maintains authority records/files including MeSH, LC name, and series to ensure an accurate reflection of collection titles in the catalog. Collaborates with, trains, and supervises the Metadata Specialist in copy cataloging and IR responsibilities. Chairs Himmelfarb's Scholarly Communications Committee and guides the committee's initiatives (i.e. video tutorial series and Author Services). Maintains current knowledge of the development of cataloging, metadata, and linked data standards. Creates and maintains documentation of scholarly publishing and metadata-related policies, procedures, and workflows. Collaborates with librarians from GW's Libraries & Academic Innovation (i.e. Gelman Library) on projects related to data management and scholarly communications. Serves as Himmelfarb Library representative on the Washington Research Library Consortium (WRLC) Metadata Committee. Participates in library-wide committees. Participates in the library liaison program and has selector responsibilities for assigned liaison departments. Participates in the Library's instructional program as a Librarian Instructor, partnered with a Clinical Instructor with first and second-year medical students. Other duties may be assigned to reflect candidate strengths and interests and/or unit needs, and after discussion with the supervisor.  

**Requirements:** ALA-accredited Master's degree in library or information science (or equivalent) or other Master's degree or higher with relevant experience by date of appointment. Demonstrated knowledge of scholarly communications issues, and the scholarly publishing lifecycle. Demonstrated knowledge of and/or experience in cataloging using an integrated library system (such as Alma).  

**Salary Range:** $65,000 to $74,000  

**Application Process:** To be considered for this position, please complete an online application at [https://www.gwu.jobs/postings/109746](https://www.gwu.jobs/postings/109746) and upload a cover letter, a current CV, or a resume, and provide the names and complete contact information for at least three (3) professional references.  

**Closing Date:** 5/15/2024