GIS and Statistics Librarian (Lib/Arch II – Research and Learning)
Two Year-Term Position

The MIT Libraries seek an enthusiastic, service-oriented Geographic Information Systems (GIS) GIS and Data Specialist in Education and Practice to join the innovative GIS & Statistical Software Services team. The GIS and statistics librarian will enjoy supporting a dynamic community working to solve exciting, real-life problems across many different subject areas. Reporting to the Program Head, GIS and Statistical Software Services the GIS and Statistics Librarian works closely with a small team to promote and facilitate the use of the Libraries' GIS and Statistical Software services at MIT in ways that prioritize an open scholarship agenda. The incumbent works closely with other departmental personnel to provide one-on-one research consultation, staff regularly scheduled GIS help hours, design and coordinate training sessions for the MIT research community, and contribute to running the GIS & Data Lab.

RESPONSIBILITIES
GIS & Data Reference and Instruction (40%)
*   Acts as a specialist for GIS to promote and facilitate the use of GIS at MIT
*   Provides frontline reference and one-on-one research consultation support to a broad user community practicing GIS. This support includes: regularly scheduled GIS help hours, providing help via email & other online methods, and researching answers to questions
*   Coordinates the GIS instructional program, including developing and delivering instructional content, curating workshop offerings, leading instruction projects,and maintaining consistency among teaching materials in alignment with Libraries EDISJA principle
*   Leads user self-help GIS tools maintenance, including associated online resources
*   Provides frontline reference and one-on-one research consultation support to a broad user community using statistical software and languages, e.g., SPSS, NVivo, R
*   Provides help with statistical software in the GIS and Data Lab
*   Contributes to instructional programs focused on statistical and analysis software, research software development, data analysis, data science, and/or data visualization, e.g., Software Carpentries
*   Leads user self-help statistical software tools maintenance, including associated online resources
*   Establishes and engages in inclusive and accessible practices in geospatial, statistical, and data science instruction while supporting, creating and/or promoting instruction activities focused on topics related to equity, spatial literacy and social justice including the ethics of location privacy and surveillance

GIS & Data Lab, Data & Software Support (30%)
*   Sustains familiarity with the current state of software development related to geographic analysis. Assists in learning and introducing new versions of GIS software.
*   Sustains familiarity with the current state of software development related to statistical analysis. Assists in learning and introducing new versions of statistical software.
*   Installs, maintains, and troubleshoots GIS and statistical software in the GIS and Data lab with support from ITS colleagues.

- Cultivates relationships with software and data vendors, including the assigned ESRI contact.
- Serves as the primary administrator for online portals, such as ArcGIS Online and Carto. Communicates with vendors and MIT IS&T as necessary to resolve related issues.
- Contributes to policy and strategic development for GIS data platform and the tangible collection and assists in maintaining the geospatial repository as needed.
- Data.
  - Acts as subject selector for GIS data and other associated materials.
  - Coordinates with reference librarians, selectors, and others in the MIT community interested in geospatial data to identify geospatial data purchases that expedite our efforts to maximize digital access to content and services.
  - Evaluates quality and value of data being considered for purchase.
  - Makes recommendations to and consults with the licensing team as needed for the purchase of GIS data and databases.
  - Submits order requests to fully expend the allocation for GIS materials and collaborates with other SSM selectors to expend the allocation for social science and management data.
  - Assists in maintaining self-help resources for social science data and provides expertise for demographic and census data.

Leadership and Collaboration: Program, Department, Directorate, and Organizational (30%)

- Program:
  - Coordinates user-facing services for the GIS team, including scheduling help hours & workshops, initiating projects & staff training
  - Assisting in creating policies and managing the program's assessment plan.
  - Incorporates and advances antiracist practices regarding what is deemed as traditional knowledge and traditions representations of space and place throughout the GIS & SS program.
- Department:
  - Collaborate with Research Data team to teach and consult with faculty, research staff, and students on good practices for short and long term data management.
  - Contribute to DSS projects, e.g., maintaining dashboards using Python, Tableau; contributing to marketing efforts; Software Carpentries.
- Represents the department on cross-departmental teams. May act as lead or chair of such teams.
- Participates actively in system-wide initiatives and serves on committees, task forces, and Libraries' searches and screenings.
- Develops, proposes, and leads new projects in the incumbent's area of interest and expertise that support the Libraries' strategic and organizational goals. These projects may lead to new initiatives in the GIS & SS group and/or the GIS and Data Lab.
- Communicates actively with fellow professionals through research, writing or presentations, and/or professional service activities.

REQUIREMENTS

- Master's Degree in Geography, the Social Sciences, Urban Planning, Ecology, Engineering, Computer Science, Remote Sensing, Library Science or related information field.
- At least 3 years related work experience, including an understanding of academic library operations.
- Strong GIS skills, including proficiency with GIS software, including ArcGIS and QGIS
- Interest in learning and using software, systems, and technologies to solve spatial problems and the ability to demonstrate these tools to others.
- Commitment to maintaining professional currency through staying abreast of trends and research within data services.
- Familiarity with geospatial data sources to support teaching and research.
- Strong data management and data analysis skills.
- Demonstrated ability to develop and deliver instructional content.
- Careful attention to detail and persistent pursuit of accuracy and consistency.
- Ability to interact with a diverse and dynamic community.
- Ability and commitment to provide high level customer service.
- Excellent interpersonal skills, including ability to effectively collaborate with colleagues.
- Ability to manage competing priorities and deadlines.
- Ability to perform light cleaning tasks and shift lab furniture.
- Ability to shift computer equipment and manage associated wires and cables.

We expect candidates to be stronger in some qualifications listed above than others; we are committed to helping our future colleague expand their skills, as well as learning from their areas of strength.

Preferred
- Conversant with developing Geospatial, statistical, and data science technologies.
- Demonstrated capacity to plan, develop, and evaluate future programs and services.
- Experience working with an academic or research community.

SALARY AND BENEFITS

This job is a pay grade 8 with the following range:

$71,175	$95,188	$119,200

Actual salary will depend on qualifications and experience. MIT offers excellent benefits including a choice of health and retirement plans, a dental plan, tuition assistance, and fully subsidized MBTA passes for local bus and subway service. Flexible work arrangements, including flex-time and telecommuting, are considered for positions that meet established criteria. The MIT Libraries is a collegial and supportive working environment and fosters professional growth of staff with management training and travel funding for professional meetings.

APPLICATION PROCESS
Apply online via http://careers.mit.edu/ Applications must include a cover letter and resume. Priority will be given to applications received by **April 5,**

2024; position open until filled. MIT is strongly and actively committed to diversity within its community and particularly encourages applications from qualified women and minority candidates. Professionals who enthusiastically embrace the empathy, courage, self-reflection, and respect of a multi-cultural, diverse and inclusive workplace, and who strive to incorporate those values in their work and interactions are encouraged to apply. Please reach out to lib-hr@mit.edu with any questions regarding this role.

ABOUT THE MIT LIBRARIES

The MIT Libraries support teaching, learning, and research across the Institute, with millions of resources, deep expertise, and five campus locations where our community consumes and creates knowledge. Our organization is on an exciting journey of transformation, pursuing a digital-first model for research libraries and prioritizing an open scholarship agenda. We aim to exercise bold leadership in defining a model for research libraries in the future, with innovative spaces like the newly renovated Hayden Library and a focus on supporting data-intensive and computational research and learning.

We strive to do great things, powering the MIT community to solve complex problems in the service of humankind, and each member of our 154-person staff has a role to play in pursuing that vision. We're constantly adapting to the rhythms of a changing world, and we welcome candidates who can help us do that in thoughtful and strategic ways that center our mission and values.

MIT Libraries is an environment that welcomes any body, any mind — including all genders — and particularly encourages applications from underrepresented minorities, women, disabled applicants, and veterans. Professionals who enthusiastically embrace the empathy, courage, self-reflection, and respect of a multicultural, diverse, and inclusive workplace and who strive to incorporate those values in their work and interactions are encouraged to apply.

BACKGROUND CHECKS

Employment is contingent upon the completion of a satisfactory background check.

VISA SPONSORSHIP

MIT sponsors visas only for certain academic and research positions. MIT does not sponsor the following individuals for employment-based visas or for exchange visitor visas: students; technical, administrative, library, or support staff members; individuals with inadequate funding, insurance, or credentials; or those whose particular visa history precludes sponsorship.