

Librarian I

Project Archivist Geoffrey R. Weller Library Full-Time, Term (1-Year)

Posting #FALI03-22 arc

The University of Northern British Columbia (UNBC) invites applications for a Term position in the Northern BC Archives & Special Collections, a unit of the Geoffrey R. Weller Library, at the rank of Librarian I, with proposed starting date of May 1, 2023. As an institution committed to the fostering of an inclusive and transformative learning environment, UNBC values high quality and growth in both teaching and scholarship.

Reporting to the Interim University Librarian and working closely with Northern BC Archives archivists, the Project Archivist's primary responsibilities will be centered on the facilitation of the "Archival Education Kits Development Project" throughout the first 12-months of its planned 22-month development period. The Project Archivist will research, develop, and test four subject-specific Education Kits for post-secondary learners, as well as an accompanying "Guide to Learning" for these four kits which will assist students, instructors, and community users in how to utilize the developed kits.

These Education Kits will encompass the following four subject-specific areas:

- 1) Using Photographs as Primary Sources;
- 2) Women's History in Northern BC;
- 3) Northern BC Environmental History; and
- 4) Northern BC Transportation & Community Development.

Position Responsibilities

- Apply historical and archival research methodologies into NBCA holdings to identify relevant subject-specific materials to be included in Education Kits;
- Consideration and implementation of the [Guidelines for Primary Source Literacy](#) (SAA-ACRL), the [Framework for Information Literacy for Higher Education](#) (ACRL), and the [Visual Literacy Competency Standards for Higher Education](#) (ACRL);
- Build extensible curriculum plan in close consultation with UNBC humanities faculty to support a variety of academic disciplines in teaching inductive reasoning and critical-thinking skills to a post-secondary audience;
- Develop four subject-specific Education Kits for post-secondary learners;
- Identify suitable archival materials for reproduction and inclusion in both online and physical Education Kits;
- Create a "Guide to Learning" to assist students, instructors, and community users on how to utilize the developed kits;
- Test 4 post-secondary Education Kits and associated "Guide to Learning" within post-secondary classroom settings and improve accordingly;
- Rehouse archival materials and conduct basic preservation activities on Project-related materials as needed;
- Create access to any unprocessed Project-related archival records as required for inclusion in the Education Kits in accordance with the Canadian Rules for Archival Description, as time permits;
- Prepare a comprehensive dossier of relevant developed/identified materials for Education student archives assistants for their work on "curriculum translation" of these 4 post-secondary Education

- kits into content suitable for elementary and secondary learners;
- Select and digitize materials for incorporation into Education Kits, using digital access platforms AtoM and/or Institutional Repository (Arca);
- Perform copyright clearance for all items selected for incorporation in Education Kits;
- Provide archival reference service as needed; and
- Provide archival instruction as needed.

Applicants for this position should hold either a Master of Archival Studies (MAS), a Master of Information Studies (MIS) with specialization in archives from an ALA-accredited institution, or equivalent accreditation in archival information science with 1 or more years of related experience preferably in an academic environment. Applicants with a background in the disciplines of History and/or Education, specifically with experience in curriculum development, are also strongly encouraged to apply. The successful candidate must demonstrate excellent oral and written communication skills and be proficient in archival and historical research. The ideal candidate will also have demonstrated experience in finding aid and metadata creation, copyright review, and reference and instruction services, *preferably* in an academic setting.

Our Commitment to Diversity and Employment Equity

The University of Northern British Columbia is fully committed to creating and maintaining an equitable, diverse, and inclusive environment that is accessible to all. We are devoted to ensuring a welcoming, safe, and inclusive campus free from harassment, bullying, and discrimination. This commitment is woven into our motto and mission. In the Dakelh language, UNBC's motto 'En Cha Huná translates to "he/she/they also live" and means respect for all living things. Through the respect for all living things, we are able to grow and learn better together, each bringing our own unique individual differences and contributions to inspire leaders for tomorrow by influencing the world today.

Employment equity requires that we remove barriers and overcome both direct and indirect discrimination. In this way, the pool of excellent candidates increases substantially. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person

About the University and its Community

Since its founding in 1990, the University of Northern British Columbia (UNBC) has emerged as one of Canada's best small research-intensive universities, with a passion for teaching, discovery, people, and the North. UNBC's excellence is derived from community-inspired research, hands-on learning, and alumni who are leading change around the world.

Since time immemorial, Indigenous peoples have walked gently on the diverse traditional territories where the University of Northern British Columbia community is grateful to live, work, learn, and play. We are committed to building and nurturing relationships with Indigenous peoples, we acknowledge their traditional lands, and we thank them for their hospitality. UNBC's largest campus in Prince George is located on the traditional unceded territory of the Lheidli T'enneh, in the spectacular landscape near the geographic centre of beautiful British Columbia.

UNBC's three regional campuses are located in Quesnel, Fort St. John, and Terrace. The South-Central campus in Quesnel is situated on the traditional territory of the Lhtako Dené (Red Bluff Band), Nazko, Lhoosk'uz Dené Nation (Kluskus Band), and Esdilagh First Nations (formerly Alexandria Band). Lhtako, Nazko, and Lhoosk'uz are Dakelh First Nations, and Esdilagh is a member of the Tsilhqot'in Nation. The

Peace River-Liard campus in Fort St. John is situated on the traditional territory of the Doig River, Blueberry River and Halfway River First Nations. They are the Dunne-Za people. The Northwest campus in Terrace is situated on traditional Ts'msyen (Tsimshian) territory of the Kitsumkalum and Kitselas First Nations. It includes a satellite campus in the coastal community of Prince Rupert.

UNBC consistently ranks in the top three in its category in the annual Maclean's university rankings. UNBC also recently placed among the top five per cent of higher education institutions worldwide by the Times Higher Education World University Rankings.

With a diverse student population, the University is friendly, inclusive, and supportive. Prince George is a city of ~74,000 people with impressive cultural, educational, and recreational amenities. For more information about living and working in Prince George, please refer to <http://www.unbc.ca/experience> and <https://moveupprincegeorge.ca>. Make your mark with this leading post-secondary institution.

To Apply

Applicants should forward the following documents to FacultyRecruitment@unbc.ca or mail to Office of the Provost quoting the posting number (#FALI03-22 arc):

- cover letter indicating potential contributions to the Program;
- curriculum vitae;
- a brief statement of teaching approaches and research program;
- the names and addresses of three references (including telephone and email information); and
- the Statement of Eligibility to Work in Canada form, which can be found here: <https://www2.unbc.ca/sites/default/files/sections/human-resources/statementofemploymenteligibilityjan0520221.pdf>.

Voluntary Form:

- the Self-Identification form, which can be found here: <https://www2.unbc.ca/sites/default/files/sections/human-resources/unbcself-idrevisedmay2022-fillable.pdf>

Persons with disabilities, who anticipate needing accommodation for any part of the application and hiring process, may contact UNBC Health & Wellbeing at wellbeing@unbc.ca. Any personal information provided will be maintained in confidence.

Mail Submissions: Office of the Provost, University of Northern British Columbia
3333 University Way, Prince George, B.C., V2N 4Z9

Email Submissions: FacultyRecruitment@unbc.ca

Inquiries: Dr. Trina Fyfe, Interim University Librarian
Trina.Fyfe@unbc.ca
(250) 960-6612

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. We thank all applicants for their interest in UNBC however, only those applicants selected for further consideration will be contacted.

Applications received on or before March 23, 2023, will receive full consideration; however, applications will be accepted until the position is filled.