

Position Title	Discipline Librarian, Researcher Services
Element	Library
Classification	HEW 7
Position Number	00054760
Reports To	Coordinator, Researcher Services
Employment Type	Continuing

1.0 Position Purpose

A Discipline Librarian makes contributions to Griffith's teaching, learning and research goals by providing proactive, discipline-based scholarly information and communication services to researchers and scholars. This position works individually and as part of multiple teams to provide high quality researcher services for the Griffith research community.

2.0 Eligibility Requirements

- A relevant discipline degree and/or a degree in library and information science, with at least 4 years' subsequent relevant experience, or an equivalent combination of relevant experience and/or education/training.

3.0 Key Responsibilities

- Develop and maintain productive outcome focussed relationships with the following:
 - Colleagues across the Library portfolio and in particular Academic Engagement Services team in order to facilitate the collaborative and timely provision of Library researcher support services according to priorities.
 - Colleagues in the Office for Research, Digital Solutions and Griffith Graduate Research School (GGRS) to provide a joined up approach in the delivery of key University strategies.
- Develop and maintain strong and effective partnerships with Griffith University academic staff to maximise the value of library expertise and service in enhancing Griffith's research. This may include, but is not limited to:
 - Being a partner in design and development of researcher training programmes. This includes the development and delivery of workshops, online modules and other training solutions relevant to the research life-cycle.

- Being a partner in research project design, assisting with identification of suitable research resources and tools and providing expertise in the development of research information and data management plans.
 - Being a partner in scholarly communication, providing expertise and advice in maximising research impact through publishing and other dissemination methods, and in the services, tools and technologies available to enhance scholarly collaboration and communication.
- Provide discipline-relevant proactive scholarly information and communication services, informed by an understanding of the discipline, of Griffith's aspirations and priorities, and of emerging external trends and opportunities. This may include, but is not limited to:
 - Advanced discipline specific library and information consultancy services particularly for academic staff and Higher Degree Research (HDR) students.
 - Review and analysis of discipline specific publishing trends and research impact reporting.
 - Review of emergent discipline specific scholarly information resources and their relevance to Griffith scholars to inform adoption and purchasing priorities.
 - Review of emergent research information services, tools and services, recommendations for adoption and use and advice to academics and HDRs on their application.
- Coach, mentor and develop library staff in the Researcher Services team to build and ensure librarians are able to effectively support research activities.
- Lead and manage projects relating to researcher services, including the management of project resources and timelines and contribute to operational planning and continuous improvement processes.
- Contribute to the provision of Library learning and teaching services as required.
- Maintain and support compliance with relevant legislation and University policies and procedures, including equity and health & safety, and exhibit good practice in relation to same.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all times to reflect fairness, ethics and professionalism.

4.0 Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Self section of our [Capability Development Framework](#).