Librarian (Open Library)

Full-time, Temporary Contract until March 29,2024

eCampusOntario

eCampusOntario is a provincially funded non-profit organization that leads a consortium of the province's 53 publicly funded colleges, universities, and indigenous institutes to develop and test online learning tools to advance the use of education technology and digital learning environments. Officially registered as the Ontario Online Learning Consortium (OOLC) and referred to as eCampusOntario we:

- Support the development and delivery of quality online learning experiences across all of Ontario.
- Lead in research, development and sharing of exemplary practices in online and other forms of technology-enabled learning.
- Support member institutions in fostering innovation, collaboration, and excellence on behalf of Ontario students, faculty, and stakeholders.
- Contribute to the evolution of teaching and learning by responding to emerging technology and the development of state-of-the art online learning.

Librarian (Open Library)

Position Summary

As a key member of the programs and services team, the Librarian, (Open Library) will provide leadership on one or more eCampusOntario programs.

The Librarian, (Open Library) will work with a key team of advisors and diverse set of post-secondary stakeholders to initiate, plan, and execute programming and act as first point of contact and public champion for the initiative(s). They bring a deep understanding of the Ontario post-secondary environment and have demonstrated experience within the sector in the creation and maintenance of digital asset collections, and digitization and curation. They have an in-depth knowledge of and experience with open education tools, practices and pedagogies.

The incumbent has the experience and maturity to independently determine priorities based on established project goals, while working collaboratively in a team environment. They can manage external contractors and vendors to execute and exceed project deliverables with minimal supervision.

Accountabilities, Duties and Responsibilities
Accountable for one or more of the three areas identified below:

1. **Program Development**
   - Define, develop, and implement program activity as assigned, working to meaningfully engage stakeholders from across eCampusOntario member institutions in the program activity.
   - Collaborate frequently and effectively with team members from across the organization to ensure that initiatives are evaluated for risk and for continuous improvement purposes.

2. **Management**
   - Manage external vendors, consultants, vendor contracts and student interns as needed.
   - Manage other assigned team member on an infrequent but as-needed basis, in a project environment.
   - Manage project timelines, objectives, key results, and reporting ensuring that government targets are met or exceeded.
3. **Communications**
   - Represent eCampusOntario in public events, presenting on diverse subject matter and acting as an influencer, advocate, and ambassador for eCampusOntario programming.
   - Maintain awareness of perspectives of diverse stakeholder audiences to gather, analyze, and communicate key trends and recommended shifts to the program approach.
   - Identify opportunities to boost awareness of program areas and generate excitement and interest.

Education, Professional Designations and Development
Education
Master's degree in library science and/or Library and Information Science, or equivalent degree.

Experience
Minimum three (3) years' professional experience in a post-secondary environment.

Skills
- Bilingual in French and English preferred.
- Project management skills that are solutions-oriented and encourage cross-collaboration.
- Expert presentation and communications skills.

- Strong decision-making abilities: ability to work both independently and collaboratively.
- Creative and analytical thinker; excellent problem-solving abilities.
- Tendency to listen and learn first, and act second.
- Able to prioritize multiple and competing demands.
- Strong organizational skills.
- High tolerance for ambiguity.
- Demonstrated commitment and understanding of equity, diversity, decolonization and inclusion, with the ability to communicate and work effectively with diverse peoples

Application Process

Candidates are invited to email us at talent@ecampusontario.ca (subject *Librarian (Open Library)* with a Cover Letter and Resume attached as a **single PDF file**, titled "*Last Name, First Name.pdf*".

The Resume must clearly highlight all relevant education, training and experiences that are applicable to the minimum qualifications for this position and should not be longer than **two (2) pages**. Please include your salary expectations in your cover letter.

Candidates must be legally entitled to work in Canada.

Offers are conditional upon the successful review of three (3) professional references and a satisfactory background check.

Posting closes September 16, 2023 at 11:59 PM EST. We thank all applicants for their interest, however, only those candidates invited to interview will be contacted. Please continue to check our Jobs & Opportunities for more exciting positions.

Equity, Decolonization, Diversity and Inclusion Statement
The current social context informs our work. This includes the imperative to join the fight against anti-Black racism and anti-BIPOC racism, and to support Equity, Decolonization, Diversity and Inclusion in everything we do. We will seize this moment to rebuild and support an environment that prioritizes inclusion, representation, and voice.

Accessibility Statement
In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), eCampusOntario is committed to accommodating applicants with disabilities throughout the talent acquisition process. If you require any accommodations at any point during the talent acquisition process, please contact talent@ecampusontario.ca

Hybrid Work Model

This position is based out of the eCampusOntario office in downtown Toronto, where our hybrid work model includes both in-person and remote work opportunities.

For more information on eCampusOntario, please visit our website at https://www.ecampusontario.ca/