

Copyright Librarian – Initial Continuing-Track Appointment

October 2022

Queen's University Library invites applications for an Initial Continuing-Track Appointment at the rank of General Librarian (or to be assigned based on academic experience). The preferred start date is early 2023, but is negotiable.

Located at Queen's University in Kingston, reporting to the Head, Digital Initiatives & Open Scholarship within Queen's University Library (QUL) and working closely with Queen's Legal Counsel, the Copyright Librarian is an Initial Continuing Track position. With the goal of helping the Queen's community understand and navigate copyright and related legal systems so that they can more effectively teach, research, and disseminate their work, the Copyright Librarian supports faculty and students across campus with questions and issues related to copyright in higher education and scholarly communication. The incumbent is actively engaged in the collaborative development of online learning environments and scholarly communications services and in fostering an academic environment that is more open, equitable, and sustainable. The Copyright Librarian develops and coordinates the University's Copyright Advisory Office and, working closely with key stakeholders, provides leadership in the University's due diligence regarding compliance with copyright law and in the development, coordination, and implementation of policies and practices relating to the application of copyright law as it applies at Queen's University. Core activities include providing leadership and coordination for staff engaged in the work of copyright clearance and teaching the campus community about how copyright affects their work (e.g., offering one-on-one and group consultations with faculty, students and other researchers and creating resources such as webpage, videos, guides, and other similar resources to help educate and answer questions).

The position encompasses the full range of academic responsibilities as outlined in section 15.1.1 of the [QUFA Collective Agreement](#).

Please see the full position description [here](#).

Prior to May 1, 2022, the University required all students, faculty, staff, and visitors (including contractors) to declare their COVID-19 vaccination status and provide proof that they were fully vaccinated or had an approved accommodation to engage in in-person University activities. These requirements were suspended effective May 1, 2022, but the University may reinstate them at any point.

QUALIFICATIONS

Required:

- An ALA (American Library Association) accredited M.L.S./M.L.I.S. degree or equivalent degree
- Proven experience with copyright legislation and jurisprudence, legislative developments, and issues related to higher education and the academy
- Excellent interpersonal, organizational, oral, and written communication skills
- Initiative, judgment, and the ability to work independently
- Tact and competence in approach to both academic and administrative matters and in a complex organizational environment with diverse stakeholders

- Strong ability to influence others through non-authoritative leadership skills
- Demonstrated commitment to diversity, equity, and inclusion and/or experience working with diverse populations of users
- Excellent organizational and project management skills, including the ability to initiate, organize, and follow through on priorities; work independently and as part of a team; take responsibility for following up on unresolved issues; and develop and deploy appropriate communications
- Advanced analytical and problem-solving skills and clear drive to tackle complex issues and bring them to successful conclusion
- Strong skills with standard Microsoft Office tools and understanding of software solutions in a library environment, such as online learning tools, reserves and course management systems and the interrelationship between them, integrated library systems, tools for managing electronic reserves, and digital asset management solutions
- Demonstrated supervisory skills to oversee and develop a team, and experience in training and staff development
- Ability to embrace change, think creatively, and work independently, with appropriate consultation and risk assessment and management

Preferred:

- Comprehensive understanding of the scholarly publishing environment
- Previous experience in an academic environment
- Demonstrated high quality research and/or professional development activities
- Understanding of the organization of legal information sources

People from across Canada and around the world come to learn, teach and carry out research at Queen's University. Employees and their dependents are eligible for an extensive benefits package including prescription drug coverage, vision care, dental care, long term disability insurance, life insurance and access to the Employee and Family Assistance Program. You will also participate in a pension plan. Tuition assistance is available for qualifying employees, their spouses and dependent children. Queen's values families and is pleased to provide a 'top up' to government parental leave benefits for eligible employees on maternity/parental leave. In addition, Queen's provides partial reimbursement for eligible daycare expenses for employees with dependent children in daycare. Details are set out in the Queen's-QUFA Collective Agreement. For more information on employee benefits, see [Queen's Human Resources](#).

Additional information about Queen's University can be found on the [Faculty Recruitment and Support](#) website. The University is situated on the traditional territories of the Haudenosaunee and Anishinaabe, in historic Kingston on the shores of Lake Ontario. Kingston's residents enjoy an outstanding quality of life with a wide range of cultural, recreational, and creative opportunities. Visit [Inclusive Queen's](#) for information on equity, diversity and inclusion resources and initiatives.

The University invites applications from all qualified individuals. Queen's is strongly committed to employment equity, diversity and inclusion in the workplace and encourages applications from Black, racialized/visible minority and Indigenous/Aboriginal people, women, persons with disabilities, and 2SLGBTQ+ persons. All qualified candidates are encouraged to apply; however, in accordance with Canadian immigration requirements, Canadian citizens and permanent residents of Canada will be given priority.

To comply with federal laws, the University is obliged to gather statistical information as to how many applicants for each job vacancy are Canadian citizens / permanent residents of Canada. Applicants need not identify their country of origin or citizenship; however, all applications must include one of the following statements: "I am a Canadian citizen / permanent resident of Canada"; OR, "I am not a Canadian citizen / permanent resident of Canada". Applications that do not include this information will be deemed incomplete.

In addition, the impact of certain circumstances that may legitimately affect a nominee's record of professional achievement will be given careful consideration when assessing the nominee's research productivity. Candidates are encouraged to provide any relevant information about their experience and/or career interruptions.

A complete application consists of:

- a cover letter (including one of the two statements regarding Canadian citizenship / permanent resident status specified in the previous paragraph);
- a current Curriculum Vitae (including a list of publications);
- The names and contact information of three referees, one of whom must be a current or recent supervisor

The deadline for applications is **December 12, 2022**.

Applicants are encouraged to send all documents in their application packages electronically as PDFs to library.hr@queensu.ca.

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation during the interview process, please contact Rachael MacDermid at library.hr@queensu.ca.

Academic staff at Queen's University are governed by a [Collective Agreement](#) between the University and the [Queen's University Faculty Association \(QUFA\)](#), which is posted at <http://queensu.ca/facultyrelations/faculty-librarians-and-archivists/collective-agreement> and at <http://www.qufa.ca>.