

Open Knowledge Licensing Coordinator
Full Time, Remote Friendly | \$60,000 - \$70,000

SUMMARY

The Center for Research Libraries (CRL) seeks an Open Knowledge Licensing Coordinator. The Open Knowledge Licensing Coordinator is responsible for advancing open knowledge on a global level through coordination of CRL's licensing activities. Reporting to the Senior Director of Collections, Technology, and Partnerships, the Open Knowledge Licensing Coordinator plays a key role in identifying, negotiating, and procuring electronic resource offers and in coordinating and managing subscriptions and purchases. The Open Knowledge Licensing Coordinator works with research libraries, content providers, and the scholarly communications community on new and innovative models that advance open knowledge. CRL is in an exciting growth period and this position will be integral to helping the organization meet its aspirations.

Based in Chicago, Illinois, CRL is an international consortium of university, college, and independent research libraries that works against historic, systemic inequities by: advancing open and equitable access to knowledge through partnerships that span open knowledge policy, infrastructure, and analytics; engaging in collections work grounded in anti-racist and post-custodial frameworks that support communities historically under-engaged by the organization; supporting collections as data development that enables expanded form of scholarly and professional engagement with the scholarly record; and by committing to the responsible operationalization of technology.

RESPONSIBILITIES

- Coordinates the licensing offer lifecycle for new and continuing electronic resources, including:
 - liaising with vendors in the development of offers that advance open knowledge;
 - reviewing and (re)negotiating licenses to deliver terms that advance open knowledge;
 - securing approval and signatures from administration and vendors;
 - maintaining license files;
 - coordinating orders, payments, and activation processes for electronic resources;
 - coordinating renewal processes for continuing e-resource subscriptions;
- Communicates with collections and e-resources contacts at member institutions regarding product offers, updates, assessments/reviews, and other information as needed;
- Develops and strategizes messaging campaigns to create awareness of CRL's licensing and scholarly communication activities to all stakeholders;
- Evaluate and recommend communication tools for membership engagement and messaging campaigns;
- Works closely with other consortia on licensing activities and coordinates cross-consortia offers;

- Establishes, assesses and improves upon policies, procedures and workflows in acquiring and managing e-resources;
- Oversees assessment strategies and assists with promotion and communication of the value and impact of CRL's e-resource activities;
- Creates and reviews content on eDesiderata and ConsortiaManager sites to ensure that these electronic resource licensing tools have the most up-to-date information;
- Sets tasks and priorities for Project Assistant – Licensing, monitors performance and accuracy of relevant tasks;
- Advances open knowledge through professional engagement including but not limited to presentation, publication, and service.

Education and Experience

Master's Degree in Library & Information Science (MLIS) or equivalent from an ALA-accredited program, or advanced degree in relevant subject matter area preferred.

Strong candidates will have:

- Minimum of 2 years professional-level library experience in electronic resource licensing, acquisition, or management, including relevant experience in external communication and relationship building.
- Demonstrated knowledge and understanding of complex issues and challenges relating to scholarly communications and open knowledge.
- Strong communication skills, evidenced through professional writing and presentation to a range of audiences.
- Experience establishing processes, procedures, and workflows.
- Experience coordinating effort across internal and external groups.

Compensation and benefits:

This is a full-time, permanent position with a starting salary of \$60,000. The Open Knowledge Licensing Coordinator will work remotely, or on site at our facility in Chicago, Illinois (Hyde Park). CRL offers competitive benefits including health, dental, and disability insurance, sick leave, and vacation time. Employees will receive funding for professional development activities.

Application process:

Expertise in each requirement listed above is not expected — instead, we encourage applications from those who demonstrate a mix of expertise in some areas, and a commitment to learning and experimentation in the others. Skills and relevant experience outlined in your application may be paid or unpaid, and can include internships, volunteer work, and practicums. We understand that experience, education and learning, and creativity take many forms, and expect that qualified applicants may bring additional skills to this position that we've not considered or listed here. If this role interests you, we encourage you to apply!

To be considered for this position, please submit a cover letter and resume to resumes@crl.edu no later than November 30, 2021. Please include 'Open Knowledge Licensing Coordinator' in the subject line. Anticipated start date for this position will be December 1, 2021 or earlier. Questions about this role should be sent to Thomas Padilla, Senior Director of Collections, Technology, and Partnerships, at tpadilla@crl.edu.

DIVERSITY, INCLUSION, AND EQUITY

The Center for Research Libraries (CRL) is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind. CRL is committed to actively promoting the values of diversity, equity, and inclusion as key components for serving our members and advancing our global mission. As such, CRL enthusiastically embraces empathy, courage, self-reflection and respect of a multi-cultural, diverse and inclusive workplace, and those who strive to incorporate those values in their work and interact. CRL complies with all applicable federal, state and local laws regarding recruitment, hiring and employment and is dedicated to providing employees with a work environment free of discrimination and harassment. All employment decisions at CRL are based on organization needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, HIV Status, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws or regulations in the locations where we operate. CRL will not tolerate discrimination or harassment based on any of these characteristics.