

University of California- Los Angeles

CCLÉ Copyright and Licensing Librarian
(Three -Year Temporary Position)

Position Description & Duties

The Digital Collections Services Department leads, plans, and delivers digital collections services including the selection, acquisition, licensing, access, and ongoing management of digital collections for the UCLA community. DCS builds and establishes an enterprise-wide infrastructure and services for the acquisition and licensing of digital resources and develops strategic directions for the Scholarly Communication Programs. In addition, DCS oversees the development of the eScholarship repository program, develops and provides outreach to faculty related to intellectual property, and coordinates, advises and advocates on key legal and policy issues affecting libraries, archives, and cultural memory institutions. DCS oversees commercial licensing and advises on permissions and rights metadata for the UCLA Library. The Digital Collection Services unit reports to the Associate University Librarian for Collection Management and Scholarly Communication.

The UCLA Common Collaboration and Learning Environment (CCLE) is an institutional initiative to support education and research with a common digital environment for faculty and students. The CCLE is an evolution of the existing environment. UCLA has ten years of experience providing course Web sites and has created a rich set of resources already offered within the schools and divisions, and from central academic services. Almost all of the schools and divisions provide support and assistance for faculty and students in the use of learning systems, development of local tools and services to meet unique local needs, and input to campus projects that represents the varied perspective of different disciplines. Central academic services such as the Office of Instructional Development (OID), the University Library, and Academic Technology Services provide content, training, and support for research and instruction. The CCLE will offer an overlay of shared services and collaboration to maximize the impact of this existing investment on learning and research. For more information on the CCLE, visit their website at: <http://www.oit.ucla.edu/ccle/>.

Under the general supervision of the Digital Collections Services Librarian, the CCLÉ Copyright and Licensing Librarian is

responsible for developing, managing, analyzing, and coordinating CCLE's intellectual property issues regarding adding and using copyrighted and licensed content via CCLE platform and service. The CCLE Copyright and Licensing Librarian offers advice to CCLE participants and will serve as the primary contact/liaison between the library and CCLE partners and participants. The incumbent counsels and educates CCLE participants including faculty, librarians, staff, and students in copyright matters and in the development of copyright policies and practices pertaining to the use of copyrighted materials in such services as CCLE course management and related CCLE functionality including RSS, podcasts, social tagging, and peer to peer communication. The incumbent coordinates and develops best practices and conducts outreach and training and works in collaboration with Office of Campus Counsel, Office of Intellectual Property Administration, and other campus partners and participants in CCLE.

Copyright & Licensing Responsibilities

Serves as CCLE advisor regarding the use and creation and dissemination of copyrighted works. Answers questions about copyright and CCLE licenses or permissions and provides advice, best practices, documentation, and training on compliance issues as appropriate.

Develops seminars, programs, and workshops to educate faculty, students, and CCLE participants and users about copyright and licensing cases, practices, and issues. Provides information to faculty, staff, and students regarding and obtaining copyright permissions.

Serves as CCLE's campus-wide advisor for developing copyright policies and best practice guidelines, training, and documentation for course management and CCLE applications and services. Counsels CCLE participants on copyright clearance and on when it is appropriate to obtain permission. Monitors legislative developments affecting copyright. Keeps abreast of current theory, practice, and innovations in the field related to copyright and intellectual property issues and develops and updates CCLE policies as necessary. Responsible for development and maintenance of system and CCLE workflow regarding rights, permissions, and licensing and use of CCLE content for academic use, in consultation with the Digital Collections Services staff.

In consultation with Licensing Coordinator in DCS, negotiates and

reviews digital resource licenses and user agreements to ensure their compliance with established standards, requirements, best practices, and copyright guidelines to ensure the broadest educational uses. Monitors and renegotiates digital resource license agreements and renewals. Serves as lead negotiator to ensure that licenses are created and modified to be acceptable for broad educational uses in teaching and research at UCLA. Ensures that terms and conditions in signed licenses are clearly communicated to CCLE participants and users. Maintains documentation on licenses and permissions including license and permission agreements. Works with technologists and content provider partners to have the capability to gather data on electronic resource usages to assess trends and in preparing administrative and management reports. Collaborates with appropriate library curatorial, collection management, licensing, and cataloging and metadata units as appropriate related to CCLE intellectual property issues. Develops written policies and procedures for rights, permissions, and licensing of CCLE materials. Manages rights, permissions, licensing, and copyright agreements for CCLE. Provides advice about author agreements, fair use, permissions, and the specialized requirements of data access, use, and sharing. Develops a user awareness program and web presence to provide information to CCLE users on copyright, licensing, and appropriate use of CCLE resources.

Required Qualifications

ALA-accredited Master's Degree in Library or Information Science OR JD degree (both MLIS and JD desirable) OR equivalent education and experience (subject expertise combined with professional library or legal or policy education and/or experience may be substituted). Demonstrated knowledge of statutory, case, and contract law, with a specialization in copyright policies and intellectual property policy issue, and with copyright policies and intellectual property issues in academic institutions and higher education.

Familiarity with Federal regulations as they pertain to intellectual property and copyright and working knowledge of intellectual property rights. Demonstrated ability to effectively articulate and communicate complex legal and policy concepts to non-specialist faculty, librarians, staff, and student audiences. Knowledge and understanding of research needs and the organization of scholarly materials in the humanities, social sciences, arts, and sciences. Knowledge of publisher's licensing and business models. Demonstrated experience in licensing of

electronic resources including reviewing, negotiating, analyzing, or drafting digital resource license agreements. Strong negotiations skills and ability to articulate CCLE's position in licensing and copyright management discussions. Excellent oral and written communication skills and interpersonal skills. Demonstrated ability to effectively coordinate between departments and constituents to provide excellent service and the broadest possible educational uses of CCLE content in support of classroom instruction and research. Demonstrated proficiency and capabilities with personal computers and software, the Web, and library-relevant information technology applications. Strong, independent, analytical problem solving skills. Excellent organizational, time, and project management skills. Ability to work creatively, collaboratively, and effectively both as a team member and independently and to promote teamwork among colleagues. Commitment to fostering a diverse educational environment and workplace and ability to work with a diverse student and faculty population. Capacity to thrive in the exciting, ambiguous, future-oriented environment of a world-class research institution and to respond effectively to changing needs and priorities. Commitment to professional issues demonstrated through strong interest in local, regional, or national committee work, research, and publication.

Desired Qualifications

Demonstrated commitment to providing excellent and innovative services in an academic setting or research library. Experience in providing reference and instructional services in an academic or large public library setting. Experience with the design, provision, and evaluation of copyright literacy programs for faculty, technologists working with faculty, and students. Evidence of interest, activity, participation, or leadership in national organizations related to copyright and licensing including the American Library Association (ALA), the Association of College and Research Libraries (ACRL), the Association of Research Libraries (ARL), or similar organizations.

Salary and Benefits

Assistant Librarian I (\$46,164) - Associate Librarian VII (\$68,892). Salary and appointment level based on experience and qualifications. UC has an excellent retirement system and sponsors a variety of group health, dental, vision, and life insurance plans in addition to other benefits.