

University of Minnesota, Twin Cities

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## **Scholarly Communication Position Description Template**

[You will want to incorporate specific elements of your institution's scholarly communication Action Plan]

- Be knowledgeable about and be able to speak to a range of library issues, including scholarly communication, . . .
- Educate and inform faculty, graduate students, and campus administrators about scholarly communication issues. Examples include:
  - o Helping faculty and graduate students to understand their rights as authors
  - o Contributing content to copyright and/or scholarly communication web sites
- Advocate for sustainable models of scholarly communication
- Work closely with faculty and students to understand their changing workflows and patterns of scholarly communication; assist in the development and creation of tools and services to facilitate scholarly communication.
- Support and promote the [campus institutional repository] by
  - o Helping administrators, faculty, and students understand the role of the [campus IR] in building and preserving digital collections
  - o Working with faculty and departments to promote the [campus IR] as a scholarly communication tool
  - o Assisting in content recruitment; Identifying digital resources that require long-term preservation and merit sustained access
  - o Helping to shape the infrastructure in which digital preservation and access can successfully evolve.

