

Assistant Digital Archivist

Location: Wellington New Zealand

Position Type: Permanent

Section: Knowledge, Information, Research and Technology

Salary: \$56,392 - \$76,295

Closing Date: 1700 Tuesday 7th August

The Alexander Turnbull Library is currently recruiting for a position to assist with the management of the Library's digital collections. The Alexander Turnbull Library is one of New Zealand's premier research libraries. The Library is responsible for building, managing, preserving and providing access to a national documentary heritage collection, an increasing proportion of which is digital. The Assistant Digital Archivist will be responsible for working with the Digital Archivist and the curatorial staff to ensure that the Library builds a national collection of born digital materials for permanent retention. The appointee will assist the staff of the Alexander Turnbull Library with the acquisition, management and preservation of digital collections, both published and unpublished.

The appointee will require technical knowledge about digital materials. An archival or library qualification is essential and experience of IT projects within a library or archival environment is preferable. If you are a positive, well organised and enthusiastic team player with a strong interest in our digital memory we would like to hear from you! Please note that interviews for this position will not be conducted until late August 2012.

Applications Close 5pm, Tuesday 7 August 2012

For a full job description and details on how to apply, please see: <http://www.bfound.net/detail.aspx?jobld=107734&Cold=164&rq=5>