ANDS Data Consultant (based at eRSA, Adelaide)

Part-time (0.5) Fixed Term (6 months with possible extension) or Secondment Opportunity

Salary: $99,821 pa pro rata (0.5 FTE $24,995.25)
Superannuation: An employer contribution of 9.5%

The ANDS Data Consultant is responsible for engaging with partnering institutions depositing collections on the nodes to enhance the value of their data. The role is responsible for maintaining and establishing partnerships, providing advice and expertise to our partners on research data, promoting information and data management within a research environment, and engaging with institutions in other ANDS programs. The role is part of the Institutional Engagement team and is based at eResearch SA (eRSA).

The ANDS Data Consultant works collaboratively with a range of stakeholders and data providers to assist with the integration of research data activities to ensure data collections are well described, managed, promoted, published, and can be discovered. Stakeholders include institutional and NCRIS partners, Libraries, Research Offices, IT, eResearch departments, Faculty Offices and Facilities, and other NCRIS partners.

Responsibilities

1. Liaise with and be a key contact point for institutions in South Australia engaged in ANDS programs and activities
2. In collaboration with our partners provide specialist advice and support relating to the management of research data
3. Provide expertise that supports and promotes data connectivity, data publishing, and data discoverability for collections across a range of sectors and disciplines
4. Engage with ANDS partners, institutions, organisations, and provide expertise to ensure collections stored on the nodes are well described, managed, and be can be discovered
5. Actively participate in and provide support for ANDS training activities that help build institutional capacity and engaged communities around research data
6. Contribute to and actively participate in ANDS funded projects with our partners
7. Actively participate in ANDS internal processes and activities, particularly with the Institutional Engagement, National Collections and Capability teams
8. Collaborate with ANDS partners to maximise new engagement opportunities
9. In consultation with the Partnerships Programs Manager, co-ordinate, plan, and organise visits to ANDS stakeholders as required
Education/Qualifications

The appointee will have:

- a degree in a relevant field with subsequent relevant experience, or
- extensive administrative and management experience, or
- an equivalent combination of relevant experience and/or education/training

Knowledge and Skills

1. Excellent communication, collaboration, and team skills across organisational and geographical boundaries
2. Demonstrated ability to understand stakeholder needs, prepare professional documentation, and liaise, advise and negotiate at various levels
3. Sound organisational and time management skills, including the ability to set priorities and perform well under pressure within a complex and changing environment
4. Demonstrated understanding of information and data within a research environment
5. Ability to coordinate and manage a number of simultaneous projects and meet deadlines
6. Demonstrated knowledge and advanced skills in resource discovery and capacity to engage with new technologies

For further information about this position contact sheryalyn.holmes@ersa.edu.au; telephone 08 8313 8342 or Angeletta.leggio@ands.org.au; telephone 043 885 8995.

Applicants must be eligible to work in Australia to be considered

Applications close 5pm Friday 16th January 2015