



The **Library of Parliament** is a non-partisan organization providing stimulating and rewarding work. We recognize that our employees are our most important asset and, as such, we offer excellent benefits, a minimum of four weeks' vacation leave, learning opportunities to support professional and career development, competitive salaries, and more!

Our **Information and Document Resource Service (IDRS)** provides high-quality, substantive and timely information and documentation to Parliament and its staff by building, managing, preserving and optimizing access to the Library's information assets.

We are currently looking for candidates to staff the following position: **Electronic Services Librarian (Electronic Resources and Licensing)**.

The **Electronic Services Librarian** provides expertise in the selection, procurement, licensing and management of electronic information resources purchased for the Library of Parliament's collection. The incumbent reviews and negotiates license agreements under the leadership of the Director, Collection Strategy and Development, manages the provision of ongoing access to the Library's electronic resources, analyses and collects usage data to support collection developments, maintains close working relationships with vendors, publishers and partners; and works collaboratively with the team to implement collection development strategies and operations. The position's highly sought expertise ensures a high-quality of e-resources collection that meet and anticipate the parliamentary client needs.

Electronic Services Librarian (Electronic Resources and Licensing)

Selection and Acquisition Information and Document Resource Service

Determinate / Acting / Assignment / Secondment Position (2 years)

LS-3* (\$77,149 - \$92,264)
(Bilingual staffing – imperative: CBC/CBC)

* Job description under review

For the purposes of this selection process, the competencies listed in the attached Competency Profile will be evaluated.

The following knowledge criteria will also be evaluated:

- Knowledge of licensing issues, copyright and contracting best practices
- Knowledge of collection development processes and management of e-resources
- Knowledge of current events and issues being debated in Parliament
- Broad knowledge of Parliamentary or legislative collections
- Knowledge of emerging trends and technologies in the information industry

To be considered, candidates must have:

- A Master's degree in Library Science or in Library and Information Science from a recognized university
- Recent** experience in procurement and contracting
- Recent** experience in vendor negotiations and electronic resources licensing
- Recent** experience managing electronic resources and/or troubleshooting resource access

**Recent experience is defined as experience acquired within the last five (5) years.

Asset:

- Knowledge and experience in project management
- Experience in extracting usage statistics and generating reports in support of assessment efforts
- Experience with an Electronic Resource Management System (ERMS), link resolver or an Integrated Library System (ILS)

Candidates retained in this selection process will be required to obtain:

- A successful second-language evaluation (Bilingual staffing – imperative: [CBC/CBC](#))
- A successful pre-employment screening

Additional Information:

- This selection process is open to the public and to employees of the Library of Parliament, the Senate, the House of Commons, the Office of the Senate Ethics Officer, the Office of the Conflict of Interest and Ethics Commissioner, the Parliamentary Protective Service, and the Office of the Parliamentary Budget Officer.



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- This selection process will include a second-language evaluation, an interview and may include a written exam. The interview will consist of behavioural, situational and knowledge-based questions. Candidates will be required to pass each stage in order to move to the next stage of the selection process.
- Qualified candidates from this selection process may be considered for determinate or indeterminate positions at the Library of Parliament that require similar knowledge and/or competencies.
- Education and experience requirements will be used to determine which candidates will be asked to participate in the next stage of the selection process.
- Satisfactory references and proof of education are essential conditions of appointment.
- Travel and relocation expenses are the responsibility of the candidates.
- The Library of Parliament is committed to employment equity.
- Preference will be given to Canadian citizens and to permanent residents who are legally able to work in Canada. Applicants who have a valid work permit may also be considered.

Apply no later than 16 June 2019 – 11:59 p.m. (Eastern Time).

To apply, please send us your curriculum vitae, along with a covering letter indicating how you meet each of the education and experience requirements of the position. Please quote **Staffing Process 19-LOP-75** in your documents and, if you apply by email, in the subject line of your email.

Send us your application:

By email: lopres@parl.gc.ca

By fax: 613-995-9582

By mail: 50 O'Connor Street
Library of Parliament
Human Resources Directorate
Ottawa, ON K1A 0A9

Questions? Contact Human Resources at 613-617-0943 or lopres@parl.gc.ca.

We thank all those who apply. Please note that only those selected for further consideration will be contacted.