Vacancy Notice

Global Digital Library on Theology 50%

Globethics.net (www.globethics.net) the global network on ethics, and the World Council of Churches (WCC) / Ecumenical Theological Education (ETE) in collaboration with a Consortium of major theological Institutions worldwide have created a Global Digital Library on Theology and Ecumenism (GlobeTheoLib) (www.globethics.net/gtl). On their behalf Globethics.net is opening this position.

Major Tasks

- Identify, select and upload content for GlobeTheoLib
- Contribute to the strategic development of GlobeTheoLib and the Globethics.net libraries
- Collaborate with the Globethics.net library team on coordinating the work of a submitters / review- ers team and controlling the quality of the submissions
- Develop online collections on various aspects of theology and religion
- Cooperate with partner institutions and individuals worldwide in their use of the digital library
- Support and organise training for specific groups of library users in developing countries
- Develop Marketing and Promotion for GlobeTheoLib in relevant contexts
- Collaborate with the GlobeTheoLib Consortium Members
- Report to the Programme Director Online Libraries and Digital Innovation

Qualifications

- University degree in theological or religious studies (Bachelor or Master or Advanced Studies)
- And/or training in library and information sciences (Bachelor or Master or Advanced studies) with special knowledge of online libraries
- Broad interest in ecumenism; international experience an asset
- Very good command of spoken and written English, good command of at least one other language (fr, ger, sp)
- Professional experience in the related fields is an asset
- Willingness to network with individuals and institutions in the fields of theology and ecumenism
- Interest and ease in electronic networking website content
- Independent and precise work
- Appropriate understanding of Open Access global developments
- Interest in the general developments in the field of library sciences and especially online libraries.

It may be possible to combine this post with the 50% post being advertised for the Online China Library. Please indicate if you are interested in this option.

What we offer

You will be working in a small, friendly international team with good working conditions. We will give you training on the job, variety in your everyday work and the opportunity of working for a foundation that is growing fast and is committed to making a contribution to the development of ethics in today's world.

Location: The Head Office is located in Geneva, Switzerland, close to UN institutions.
Application deadline: 4 March 2015
Starting date: 1 April 2015 / to be discussed.
Duration: Unlimited.

Interested candidates are invited to send applications with CV and letter of motivation explaining how you meet the requirements, by email by 4 March 2015 to:

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