

Research Data Management Intern

Hours

Approximately 8 hours/week for 15 weeks reaching a required total of either 60 or 120 hours, depending on the intern's needs.

Start Date

Internship to start week of 23 January and continue through end of spring 2017.

Position Summary

New York University's (NYU) Data Services, a joint IT and Libraries service, is offering an internship in research data management. The part-time Research Data Management (RDM) Intern will assist the two Research Data Management Librarians in providing support to researchers in the management of their research data throughout its lifecycle through consultations and library classes. The RDM Intern will also contribute to projects the two RDM Librarians engage in professionally, such as the [SHARE](#) project.

The incumbent will be working in a vibrant and collaborative environment on a team that supports all phases of the data lifecycle in research, teaching and learning including collections, analysis, and preservation.

Some Responsibilities May Include:

- Assist the Research Data Management Librarians with providing support to researchers in the management of their research data throughout its lifecycle through individual and group consultations, and library classes.
- Provide support to the Research Data Management Librarians to help establish strong, collaborative relationships with researchers.
- Create documentation, including capturing and creating metadata, and guidelines related to emerging data management needs.
- Work on various parts of the [SHARE](#) project as directed.
- Perform other related responsibilities as needed.

Expected Educational Outcomes May Include:

- Conceptualization and planning for the creation and storage of digital data.
- Learn about current applications of data management tools and methods.
- Gain both teaching and patron consultation experience.
- Model best practices in providing specialized tools as a service to researchers.
- Implement research metadata normalization.
- Documentation techniques used in some professional environments.
- Practice applying scripting and web-scraping abilities, where applicable.

Required Qualifications

- Pursuing an MLIS, ideally with an emphasis on data librarianship, data management, or data curation.
- Basic knowledge of data management across the research lifecycle.

Preferred Qualifications

- Interested in learning new technical skills and applications.
- Ability to work effectively in a team environment.
- Demonstrable critical thinking and creative problem solving skills.
- Excellent oral, written, and interpersonal communications skills.
- Demonstrated ability to be flexible, creative, and tolerant of ambiguity.
- Ability to prioritize and manage multiple projects/requirements simultaneously.
- Capable of working independently and as part of a team.
- Extra special bonus round: experience programming using Python or other comparable language.

If you are interested in applying, please send a cover letter and copy of your resume or C.V. to: data.services@nyu.edu.

EOE/AA/Minorities/Females/Vet/Disabled/Sexual Orientation/Gender Identity.