AI Specialist (Data Services)

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Position Deleted on 1/22/2026. This position is no longer an active posting on HigherEdJobs.

Type: Full-Time
Salary: $85,500 - $149,800 per year
Posted: 9 days ago
Category: IT Support and Training

JOHNS HOPKINS
UNIVERSITY

The Sheridan Libraries at Johns Hopkins University are seeking an ***AI Specialist*** to lead and shape how faculty, students, and research teams engage with artificial intelligence (AI) in research and scholarly communication. This position is designed to help researchers not only use AI, but use it responsibly, ethically, and effectively. Reporting to the Manager of Digital Scholarship and Data Services, the AI Services Advisor will lead the development of AI research support services at the Libraries. As the Libraries' go-to expert on AI tools, methods, and responsible use, they will empower the Hopkins community to integrate AI into research and learning in ways that are technically sound, ethically grounded, and aligned with institutional values. This role is ideal for someone who thrives at the intersection of computation, scholarly inquiry, and public responsibility. The successful candidate will bring experience with machine learning or natural language processing, a deep knowledge of the evolving AI landscape, and a strong interest in helping researchers and scholars navigate the rapidly changing terrain of responsible AI use.

Specific Duties & Responsibilities

- Develop and lead workshops, guides, and training that foster AI literacy and encourage the thoughtful and responsible integration of AI tools into research design and academic writing.
- Develop user-facing resources such as guides, tutorials, and code notebooks to support researchers in learning and applying AI methods and using AI tools independently.
- Develop and promote guidance on ethical and responsible AI use, including best practices for ethical integration, attribution of AI-generated content, and compliance with institutional and disciplinary standards and policies.
- Collaborate with campus partners-including academic departments, the Data Science and AI Institute, Center for Teaching Excellence and Innovation, and IT@JH-to support shared goals around research innovation and AI.
- Collaborate across the libraries to develop an AI staff training program that equips librarians with the knowledge and skills to support patrons on AI-related questions, tools, and ethical considerations.
- Conduct outreach and build relationships with researchers, faculty, and students on their evolving needs around AI.
- Perform other duties as assigned.

Special Knowledge, Skills, and Abilities

- Demonstrated knowledge of AI systems, such as generative AI, natural language processing, or machine learning.
- Demonstrated ability to teach or develop instructional materials on AI tools or concepts, including workshops, tutorials, or course-integrated sessions.
- Strong understanding of current conversations around responsible and ethical AI use, especially in research contexts.

- Familiarity with the ethical, legal and social implications of AI use in scholarly and public contexts, and a willingness to engage in continuing learning on these topics.
- Excellent communication skills, with a proven ability to convey technical topics to diverse audiences across disciplines.
- Ability to work independently and to collaborate with diverse colleagues and patrons.
- Ability to learn and apply new skills and evidence of ongoing self-directed learning.
- Commitment to ensuring that everyone at JHU feels welcome and supported as they seek to explore, understand, and engage in the use of AI.

Minimum Qualifications

- Bachelor's Degree.
- Five years of related experience.
- Additional education may substitute for required experience, and additional related experience may substitute for required education beyond a high school diploma/graduation equivalent, to the extent permitted by the JHU equivalency formula.

Preferred Qualifications

- Degree in Data Science, Computer Science, Information Science, or a related field
- Experience using AI methods in research or applied settings
- Experience supporting researchers or students in the application of AI tools-especially in a university, lab, or academic library setting.

Classified Title: AI Services Advisor
Job Posting Title (Working Title): AI Specialist (Data Services)
Role/Level/Range: ATP/04/PF
Starting Salary Range: $85,500 - $149,800 Annually ($130,000 targeted; Commensurate w/exp.)
Employee group: Full Time
Schedule: Monday-Friday, 8:30am-5pm
FLSA Status: Exempt
Location: Remote
Department name: GIS & Data Services
Personnel area: Libraries
The listed salary range represents the minimum and maximum Johns Hopkins University offers for this position, based on a good faith estimate at the time of posting. Actual compensation will vary depending on factors such as location, skills, experience, market conditions, education, and internal equity. Not all candidates will qualify for the highest salary in the range. Johns Hopkins provides a comprehensive benefits package supporting health, career, and retirement. Learn more: https://hr.jhu.edu/benefits-worklife/. Equal Opportunity Employer
All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran. EEO is the Law https://www.eeoc.gov/sites/default/files/2023-06/22-088_EEOC_KnowYourRights6.12ScreenRdr.pdf

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