Assistant Librarian

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INDIANA UNIVERSITY
INDIANAPOLIS

Appointment Type: Tenure Track Faculty

Department: IUSM - Ruth Lilly Medical Library

Campus: IU School of Medicine Indianapolis

Position Summary
The Ruth Lilly Medical Library, based in dynamic Indianapolis, IN, seeks a collaborative librarian to support faculty, students, and other researchers on data management planning and data curation activities. In addition, the person in this position will develop and promote data services, such as instructional programming and documentation, to support scholars in this area, and work with colleagues in University Information Technology Services, the Indiana Clinical and Translational Sciences Institute, University Library, and the Regenstrief Institute to adapt, design, and develop tools and services to support data use throughout the data lifecycle. The successful candidate will demonstrate a clear vision of the services, infrastructure, and skills required to provide high quality assistance and tools to Indiana School of Medicine (IUSM) researchers.This is a tenure-track faculty position that will report to the Ruth Lilly Medical Library's Assistant Director for Research and Data Services. This is currently a hybrid position. IUSM is the nation's largest medical school with nine campuses throughout Indiana. It
is one of the nation's premiere medical schools and is an innovative leader in medical education, research, and clinical care. IUSM is located in Indianapolis on the Indiana University Indianapolis campus. Indianapolis is the 13th largest city in the nation and the state capital, consistently ranking as one of the cleanest and safest cities in the country. Forbes magazine has listed Indianapolis as one of the 10 best downtowns in the country, with a cost of living below the national average.**https://www.visitindy.com/travel-tools/about-indianapolis/**
IU School of Medicine is committed to being a welcoming campus community and we seek candidates whose research, teaching, and community engagement efforts contribute to robust learning and working environments for all students, staff, and faculty. We invite

individuals who will join us in our mission to improve health equity and well-being for all throughout the state of Indiana.

RESPONSIBILITIES Data Services - Supports Research and Clinical Pillars of IUSM

Develops and promotes data services for IUSM and Indiana University.

1. Actively advocates and promotes the value of research data services within the institution.
2. Develops, delivers, and assesses research data workflows for IUSM faculty, students, and staff.
3. Collaborates with IU partners on research and data initiatives such as DataWorks, IU Research Data Commons, and IU Data Management.
4. Provides and contributes to curriculum, course development, training and workshops for IUSM students, faculty, and staff in data management best practices and standards (including the use of electronic lab notebooks).
5. Assists faculty, researchers, and students with data management best practices along all phases of the data lifecycle.

Assists researchers and staff with meeting funder (including federal agencies) and university requirements for providing public access to research results, including data.

1. Supports researchers by identifying appropriate repositories.
2. Guides researchers to prepare and package data effectively for reuse.

- Coordinates ongoing training and support for library staff on research data services.
- Supports the integration of emerging technologies, such as AI, into research data activities and workflows.

Collaboration

- Cultivates partnerships and collaborates with university faculty on projects including teaching, grants, manuscripts, and paper or poster presentations.
- Contributes to the overall development and innovation of the library and the profession by participating in library, campus, university, state, regional or national meetings, committees, workgroups and task forces, and by representing the library on consortia.
- Develops a full network of contacts within assigned liaison areas (including Regenstrief Institute) and anticipates and meets their information needs.
- Teaches orientation sessions, course-integrated instruction, and workshops for library clientele.

Liaison Librarian Responsibilities - Supports educational pillar of IUSM

- Participates in a team approach to providing prompt and effective reference, consultation, and instructional services to students, faculty, and staff.
- Works with regional medical campuses to meet the medical education, clinical, and research information resource needs.

- Functions as a liaison to assigned School of Medicine research and clinical departments, centers, or other units, such as Biostatistics & Health Data Science, Informatics, Regenstrief Institute, and Research Affairs.
- Participates in instructional services, including face-to-face and online instruction.
- Advocates and promotes the value of library instruction services within the institution.

Promotion and Tenure activities

- Pursues an active and ongoing career plan in the areas of job performance, professional development/research support and service. Standards are outlined in the IUI Promotion & Tenure Guidelines: **https://academicaffairs.indianapolis.iu.edu/Faculty-Affairs/PromotionTenure/guidelines-and-standards**
- Attends workshops and meetings related to promotion and tenure.
- Participates in professional service.
- Engages in research, creativity, and professional development (includes activities such as research projects, publications, presentations, grants, and continuing education).
- Demonstrates a commitment to outstanding public service, initiative, creativity, and enthusiasm for teaching, learning, and working collaboratively.
- Serves on Indiana University School of Medicine committees.
- Contributes to the overall development and innovation of the library and the profession by participating in library, campus, university, state, regional or national meetings, committees, workgroups, and task forces, or by representing the library on consortia.
- Maintains current knowledge of the trends and issues in data services, higher education, scholarly communication, research practice, and health care.
- Designs and implements a plan for continuing education, continuing professional development, and actively contributes to the development of health sciences librarianship through scholarly and service activities.

Participates in other projects and initiatives as assigned.

Basic Qualifications
Required:

- ALA-accredited master's degree or advanced degree in relevant field.
- Demonstrated knowledge of research data management topics & practices across the data lifecycle.
- Ability to maintain knowledge on a broad range of research data topics, such as data management plans, electronic lab notebooks, data policies, sharing and reuse, data citation, and data governance.
- Excellent communication, presentation, and interpersonal skills.
- Ability to work in a collegial, collaborative work environment and maintain positive professional working relationships with faculty members, supervisors, and peers.

- Record of scholarship, teaching, service, active membership in a professional organization, and/or other activities that demonstrate the potential to meet faculty tenure requirements.

Department Contact for Questions
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Additional Qualifications
Preferred:

- Relevant experience in providing data services to health sciences researchers.
- Experience implementing, training, and/or working with an electronic lab notebook system.
- Basic knowledge of open-source software and programming languages to extract, organize and clean data, tools to visualize and share findings (such as R and Python), and other data analysis tools (such as MATLAB, SPSS, SAS, Qualtrics, and Tableau).
- Experience training and consulting on the development of data management and sharing plans.
- Experience that includes cross-disciplinary subject knowledge and a research background in data management in one or more areas of science or humanities.
- Familiarity with digital repository systems, such as Fedora/Hydra, DSpace, Islandora, or others.
- Background in managing data as a lead for a lab or disciplinary project that generates large amounts of data for preservation, publication, or re-use.
- Coursework or certification in research data management, curation, or digital preservation.
- Experience with emerging technologies.

Special Instructions
Please provide the names and contact information for three references. References will not be contacted without your prior knowledge. For best consideration, applications should be received by April 20, 2026.

We encourage early career librarians to apply even if your experiences do not cover all required and preferred qualifications. We appreciate that librarians bring a wide variety of valuable life and work experiences. We are committed to working with our colleagues to develop the skills needed to support the mission of IUSM and the greater librarian community. Salary and rank depend on the candidate's qualifications and experience. The minimum salary is $62,000.

Priority Application Review Deadline: 04/20/2026

Expected Start Date: 08/01/2026

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IUI is an Equal Opportunity/Affirmative Action educator and employer and affords reasonable accommodations to persons with disabilities.