DPIS Job Posting

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Job Title: System Administrator & Database Manager – contract position

Employer: UBC Press

Time Commitment: Part-time, ongoing. We anticipate an initial period of more intensive work, followed by routine maintenance.

Pay Scale: Payment is on an hourly basis, with a rate commensurate with education and experience.

Skills & Education:

Skills

- Experience with and knowledge of best practices for cloud-based VM system administration.
- Experience with and knowledge of database installation, maintenance, backup, and redundancy practices.
- Knowledge of database functionality, metadata mapping, and data population is an asset. Omeka CMS experience preferable but not required.
- Experience with Linux, PHP and html.

Education:

- Open to students as well as to new graduates in Computer Science with the appropriate combination of experience and education.

To Apply: Send cover letter and resume with 3 references by email to:

Amber Ridington
Project Development Manager, Digital Publishing in Indigenous Studies, UBC Press
ridington@ubcpress.ca
Enquiries: 604 827-2495

Application Deadline: February 5th, 2018 – position will remain open until filled.

Job Description:

Role:
UBC Press is seeking a System Administrator & Database Manager for their digital book
repository, currently hosted with Compute Canada on their cloud server and using an Omeka database.

**Responsibilities:** The system administrator is responsible for all aspects of server and database system administration including, installations, backup and redundancy assurance, system updates, system security, workflow documentation, and student-intern training for database maintenance.

**Experience:**
Experience with cloud server/virtual machine use and maintenance as well as database installation and maintenance are essential. Knowledge of Linux, PHP, and HTML are required. Experience establishing best practices for digital asset management would be an asset. This project will appeal to anyone interested in the digital humanities or system administration. The hiree will be part of an interdisciplinary team and will contribute to establishing database and records management standards for this initiative for Digital Publishing in indigenous Studies.

**Project Background:**
The digital repository is part of a multi-partner Digital Publishing in Indigenous Studies initiative (DPIS) project which is in its prototype phase. Currently the media repository is built in Omeka and it is hosted on a Compute Canada cloud server.

The DPIS project is a joint initiative between UBC Press and the University of Washington Press which has received three years of funding from the Andrew W. Mellon Foundation to develop: a publishing platform with media repository for multimedia, interactive books in Indigenous studies; prototype publications; and to establish workflows and templates.

Using and enhancing the Scalar digital publishing platform and building a media repository using Omeka, the project team is developing three prototype books that are collaborations between Indigenous communities and Indigenous Studies scholars, each of which demonstrates different collaborative potential: the first transforms an already published work into a digitally-streamed, media-rich learning experience; the second focuses on creating a born-digital work; and the third transforms a reference grammar into an interactive language-acquisition tool. In brief, the three projects comprise:

1. **As I Remember It: Teachings (ʔəms taʔaw) from the Life of a Sliammon Elder.**
   Development in collaboration with Elsie Paul, Davis McKenzie (Elsie Paul’s nephew), and UBC historian Paige Raibmon.

2. **Kwakiutl Dance and Movement Studies by Franz Boas**
   Development in collaboration between members of the Kwagiulth First Nation and Kathryn Bunn-Marcuse of the Burke Museum.

3. **Musqueam Stories Transformed**
   Development in collaboration with the Musqueam First Nation and UBC linguist Patricia A. Shaw