Position Description

Position: Graduate Research Assistant (GRA)
Organization: UNT Libraries, Digital Libraries Division
Project: Leveraging Existing Bibliographic Metadata to Improve Automatic Document Identification in Web Archives

About the Program

The UNT Libraries offer full-time graduate students professional experience through their Graduate Services Assistantships and Research Assistantships (https://www.library.unt.edu/jobs/gla-gra). These positions provide tuition benefit program hours and are benefits eligible during the fall/spring semester, but summer positions are paid hourly with limited benefits eligibility. For grant-funded assistantships, benefits vary according to the grant. See full details here. (https://www.library.unt.edu/jobs/gla-gra)

Project Overview

This position is part of a grant funded by the Institute of Museum and Library Services (IMLS) to explore the use of bibliographic metadata for building machine models to help identify high-value publications from large web archives. This project combines the fields of library and information science with artificial intelligence and machine learning to explore new ways of building collections.

Position Description

This 20-hour per week position is for a graduate research assistant to assist in a grant funded project to demonstrate the capability and effectiveness of leveraging bibliographic metadata utilizing machine learning tools and techniques to extract and identify high-content value documents from Web Archives as part of an IMLS funded grant project. The student will help create custom scripts for parsing and loading textual data, extract high-value publications from existing web archives, build document and bibliographic datasets for model training, and maintain seed lists used in dataset creation. They will conduct environmental scans related to the project and review project-related reports. Additionally, the student will participate in project meetings and provide general project and office assistance to the principal investigators.

Position Responsibilities
- Review and analysis of collection development documentation
- Assist with data collection and analysis
- Conducting literature reviews
- Maintaining project documentation
- Reviewing and editing written reports

Candidates for this position should have an interest in digital libraries and collection development, be self-directed and able to work as part of a project team, be comfortable with computer software and hardware, and be capable of quickly learning and applying new technologies.

Hours and Location

This position is part-time at 20 hours per week. Students may set their own schedules but are expected to work during standard office hours which are Monday through Friday 9:00 a.m. – 6:00 p.m. Willis Library on the Denton main campus is the work location for this position.

Minimum Qualifications

You must be a full-time graduate student. You should also possess these skills and qualifications.
- Organizational and time management skills
- Ability to focus and multi-task in a time-sensitive environment
- Strong writing and editing abilities
- Excellent written and oral communication skills
- Statistical analysis skills
- Background in library and information science and research experience is highly desirable

Pay Rate

Pay rate will depend on the student's progression in their graduate program.
Additionally, up to 9 hours per semester (Fall/Spring) of tuition support is offered with this position.

Contact for More Information

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UNT Libraries
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Application Process for Graduate Assistantships

To participate in the Libraries' graduate assistant program, you must be a full-time graduate student. We welcome a variety of majors into the program, but some jobs may require specific subject specialties. See individual position descriptions for additional required qualifications or training. You may apply for as many positions as you wish.

Requirements

First, apply to the Libraries' graduate assistant program by providing the following documents.
- Your resume
- Unofficial UNT Transcript
- A list of three professional references, which includes contact name, phone number, and email address
- Cover letter

Applications and all supporting documents should be submitted to Lib_Grad@unt.edu.