

Community Manager - OA eBook Usage (OAeBU) Data Trust

OPERAS is the Research Infrastructure supporting open scholarly communication in the social sciences and humanities (SSH) in the European Research Area. Its mission is to coordinate and federate resources in Europe to efficiently address the scholarly communication needs of European researchers in the field of SSH.

The European landscape of scholarly communication in the SSH is currently patchy, fragmented and not organized enough to be efficient, particularly to address the challenge of transitioning to Open Science. This is due to several factors, such as the small size of resource providers, the variety of technical skills and resources across the community. The nature of the SSH disciplines also adds specific challenges which are not correctly addressed at scale, such as the diversity of publication languages, the entrenchment in diverse cultural backgrounds and the need for specific forms of scholarly communication (monographs, critical editions, and edited bibliographies, amongst others).

By fulfilling its mission, OPERAS provides the research community with the missing brick it needs to find, access, create, edit, disseminate and easily and efficiently validate SSH outputs across Europe. In one word, OPERAS unlocks scholarly communication resources and enables the whole field to reinvent itself in the new Open Science paradigm.

The OPERAS AISBL was established in 2020 and we are now seeking to recruit a **Communication Manager** for the OAeBU Data Trust project.

Job Description

This position is responsible for facilitating community consultation and engagement for the international Open Access eBook Usage (OAeBU) Data Trust effort, funded initially through the Andrew W. Mellon Foundation-funded project, "*OAeBU Data Trust: Advancing to Launch by Developing IDS Governance Building Blocks.*" This project is a collaboration led by the University of North Texas, with co-PIs from OPERAS, OpenAIRE, and Educopia Institute. This position will work under the supervision of the Canadian-American Executive Director of the OAeBU Data Trust effort to develop and manage mechanisms to engage community partners and solicit community input for the work-packages and projects related to the global OAeBU Data Trust effort. Based in Europe to provide the Data Trust with increased staff capacity to attend meetings within the Eastern Hemisphere, the position will be staffed through the OPERAS international not-for-profit association (AISBL).

As the second of two full-time positions working for the Data Trust, this individual will be responsible for developing and managing engagement strategies for OA book usage metrics stakeholder constituencies. This position is highly international and interdisciplinary in scope; the manager must have a positive record of communicating and engaging professionally with commercial, academic, and non-profit audiences worldwide. The individual recruited for this position must also have professional experience in scholarly communication and must be a reliable, independent worker that appreciates the importance of open access policies to global knowledge distribution.

Primary Job Responsibilities_

Partner Outreach and Engagement

- Develop, implement, and manage global engagement strategies for diverse stakeholder groups, including commercial and not-for-profit publishers, publishing platforms and services, and libraries. Existing strategies that will be transitioned from the ED to the Community Manager for ongoing stewardship include stakeholder communities of practice listservs, working group listservs, and social media.
- Prepare, present or distribute, and manage outreach and engagement communications, including slide decks, info-graphics, and regular listserv, web, and social media posts
- Support the Executive Director in building strategic community relationships with partner organizations
- Regularly communicate with community groups to foster interaction in support of project activities

Manage Community Consultation Processes

- Facilitate virtual and potential in-person community consultation sessions to inform project outputs and forward project goals
- Develop and implement online feedback mechanisms (e.g. online surveys, groupmap boards) in support of community consultation

Manage Community Engagement and Outreach

- Generate reports of summative Data Trust engagement trends for stakeholder communities, grant work packages, social media, and project deliverables; work with Executive Director to adjust approaches as necessary given engagement trends.
- Manage the database of OAeBU Data Trust contacts
- Manage a calendar of conference and event proposal submissions, to ensure representation of the Data Trust work at key conferences
- Attend and monitor conferences or other events as needed to raise Data Trust awareness and bring back information about related efforts to the OAeBU Data Trust communities.

Qualifications

Required

- Exceptional written and oral communication skills with cross-cultural awareness
- Facilitation experience with international stakeholders
- Written and spoken fluency in English
- Presentation and collaboration experience in multiple countries, with English speaking and English as a second language audiences
- Proven ability to produce presentations and reports in English
- Experience with facilitating virtual discussions via listservs, social media, etc.
- Ability to work under pressure, to adjust to change, to handle multiple tasks, and to coordinate the work of extended groups of project partners
- Working knowledge of existing standards bodies and emerging interoperability frameworks and standards adoption efforts for research and scholarly communications including but not limited to EOSC, the Research Data Alliance, NISO and COUNTER

Preferred

- Degree with at least five years of community management and communications experience
- Direct experience with data entry and report generation

Work Environment

The OAeBU Data Trust is a distributed team, with leadership and staff members working in multiple timezones. Success in working in a geographically distributed, collaborative, and research-intensive environment requires a demonstrated ability to accomplish timely, high-quality work, handle a variety of duties, adapt to changing priorities, work successfully in a team, and communicate effectively with all segments of an extended community.

Relationships

Supervisor: Yannick Legré

Takes direction from: OAeBU Data Trust Executive Director, Christina Drummond

Offer

- **The position will be offered** for a period of 3 years, **contingent on receipt of grant award funding**.
- This is a full-time position based in Brussels.
- Remote working opportunities in Europe can be considered.

Salary depends upon the experience of the successful candidate. Full package may vary depending on the country of living, if working from a different country than Belgium.

Displaced qualified Ukrainian people are strongly encouraged to apply

Equal opportunities

The OPERAS AISBL and the OA Book Usage (OAeBU) Data Trust are committed to creating a diverse environment and are proud to be an equal opportunities employer.

All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age or veteran status.

Process and timescale (provisional)

Closing date for applications	17 June 2022, 5:00 PM CEST
Interviews & Short-listing	27 – 30 June 2022
Expected Starting Date	01 September 2022

Information

For additional information about this position, you may contact OPERAS' Secretary-General at yannick.legre@operas-eu.org

An assessment may be part of the selection process.

To apply

Please send a cover letter and your CV to yannick.legre@operas-eu.org.

Only direct applications from candidates are taken into account. OPERAS AISBL does *not* appreciate any acquisition by third parties regarding this position.