

## Post Doc Fellowship- Digital Library of the Eastern Mediterranean

The Harvard Library seeks applicants for a two-year Post Doc Fellowship to develop a prototype for a Digital Library of the Eastern Mediterranean (DLEM). The project focuses on creating a digital archive drawing on materials in international repositories in Egypt, Israel, Palestine, Turkey, the United Kingdom, the United States, and Europe. Although the DLEM is envisaged to expand coverage to include broad themes relating to economics, history, geography, environment, and culture, it will concentrate initially on legal documents, including civil and criminal law.

Working with academic and technical advisors, the Fellow will:

1. coordinate the definition of the scope of the project and identify candidate archives and materials for digitization
2. plan and guide the development of a prototype online portal as an organizing concept and access service to digitized materials
3. negotiate the digitization of materials with partner institutions
4. identify already digitized material that is relevant to the project and establish linkages
5. organize four meetings of academic and technical advisors over 24 months of the grant-funded project
6. develop and track performance measures, including financial management of resources
7. communicate on a regular basis with advisors, partners, and funders about progress toward goals
8. publicize the project through presentations at conferences, through social media, and other appropriate channels
9. prepare an evaluation of the project at the conclusion of the grant
10. propose areas for expansion and moving beyond the prototype to a sustainable resource

The Fellowship is a two-year position beginning late fall of 2015, based in the Harvard Library, reporting to the Vice President for the Harvard Library, who is the principal investigator. The successful candidate will be a self-starter, capable of working with a great deal of independence, but also a team player and an individual who affirms collaboration on a global scale.

### Qualifications:

- Ph.D. in a relevant subject area (Jewish, Middle Eastern, or Ottoman studies)
- Knowledge of legal resources of the Eastern Mediterranean world.
- Demonstrated proficiency in digital humanities or social sciences
- Experience in project management
- Skill in diplomacy and negotiation
- Ability to communicate well across disparate individuals/groups including scholars, students, librarians, programmers in both written and oral communications
- Ability to travel to Egypt, Israel, Palestine, Turkey, and Europe

- Experience in financial management
- **Fellows** must have completed the Ph.D. within the five years preceding the fellowship appointment
- Authorization to work in the US

The Harvard Library is a dynamic organization with over two decades of significant digital library development. The largest academic research library in the world, it is making strategic investments in improving the user experience, in assessment, and in data as well as expanding its research, teaching, and learning services. Its distinguished collections are approaching the 20 million volume mark; in particular, its strengths in area studies collections form a foundation for digital library initiatives. Its growth in the 21<sup>st</sup> century is part of a plan to align itself globally in a network of collaborative partners.

Interested candidates, please send CV and letter of interest directly to: [Marybeth\\_godwin@harvard.edu](mailto:Marybeth_godwin@harvard.edu)

We anticipate the interview process to begin in early August 2015