**Xavier University of Louisiana Library**

**Data Visualization Specialist / Lab Manager**

**Job Description**

**Purpose:**

Xavier University of Louisiana, a historically Black and Catholic University, seeks an enthusiastic professional for the position of Data Visualization Specialist. The Data Visualization Specialist will support a new Data Visualization Laboratory within the University Library offering analytical and computational support services and training that provides academic and real-world experience to students while offering critical and sophisticated services that enhance the scholarly expression of researchers. Under the direction of the Scholarly Communications Librarian, the Data Visualization Specialist will manage the Data Visualization Lab as well as supervise, train, mentor, and manage a team of students who will assist with the Libraries’ growing research and data support services. This new lab will provide students with research and analytical experiences that span many departments and disciplines, such as STEM and Digital Humanities, and will offer these students real-world, collaborative, client-focused, documented, and assessed work experiences.

**Responsibilities:**

* Manage the Data Visualization Lab;
* Hire, train, and manage students;
* Provide quality assurance checks on student work;
* Facilitate consulting and training to a variety of clients within the University;
* Provide expertise on digital humanities projects, methods and tools;
* Keep current on trends, tools, issues in digital scholarship;
* Plan, facilitate and participate in workshops that introduce software available in the Lab, e.g., Tableau, SPSS, ArcGIS, Hexagon Geospatial, Omeka, and more;
* Work independently and as part of a team to support digital scholarship & digital humanities initiatives;
* Stay abreast of digital scholarship and trends in order to effectively support and respond to student and faculty needs;
* Provide input on strategic directions for program expansion.

**Required Qualifications:**

* Bachelor’s degree in a science, engineering, or data sciences field;
* Experience in assessment related to student learning and program performance;
* Experience managing others;
* Experience in program planning and development; past assistance in conducting studies and research;
* Experience in data manipulation, data visualization, database prototyping, and data analytics tools (Tableau, Python, R, Excel, SQL, etc.);
* Demonstrated ability to work in a collaborative team-based environment;
* Knowledge of and experience with current and emerging technologies;
* Effective analytical, problem-solving, communication, project management and interpersonal skills;
* Excellent oral, written, and interpersonal communication and presentation skills;
* Commitment to responsive and innovative Library services.

**Preferred Qualifications:**

* Master’s degree or equivalent in data science field (business analytics, data science, statistics etc.);
* Experience in research study design or statistical analysis;
* Interest or experience in curriculum design or course development;
* Demonstrated ability to mentor.

To apply, log in to our online system at: <https://jobs.xula.edu>. Attach a letter of application, curriculum vitae, and the names of three references, with the letter of application addressed to: Tamera Hanken, Chair, Library Search Committee. Review of applications will begin November 29, 2018 and continue until the position is filled. EOE/AA