The German Historical Institute (GHI) Washington DC is seeking an employee from 1 October 2019 at the earliest as a

**Digital History Scholar and Academic Librarian**

The German Historical Institute (GHI) Washington DC is part of the Max Weber Foundation – German Humanities Institutes Abroad. It fosters research in the fields of German, American, transatlantic, as well as global and transregional, history. The present profile-building research topics of the GHI Washington are the history of knowledge, migration history, and digital history. In its function mediating between scholars in Germany and North America, the GHI Washington has a broad international network of scholars.

The library of the German Historical Institute is a public infrastructure with about 50,000 volumes. It is a member of the Germany’s Common Library Network (GBV) and is currently staffed by a head librarian with a library science certificate (100%) and an assistant (75%). The collection’s specializations derive from the respective research emphases of the institute. The library has a hybrid nature. In the last several years, it has significantly increased its holdings in digital media and will continue to pursue this path as much as possible.

The research area of Digital History at the GHI operates at the intersection of various disciplines, approaches, and target audiences. It establishes connections among historians who work with digital and traditional methods and supports projects intended primarily for professional historians in their research and instruction as well as online “Digital Public History” projects that aim to reach a broader audience. In addition to organizing an annual transatlantic conference on various aspects of Digital History, the GHI also co-convenes the regular Digital Cultural Heritage D.C. Meetup. The GHI cooperates closely with American research institutes and infrastructures. With a Digital History fellowship and internships, this research field at the GHI fosters intensive exchange among representatives of “Digital History” in Europe and North America.

The successful applicant will spend 30% of his or her working hours providing academic management for the GHI Library and 70% managing and further developing Digital History as a focus of the GHI’s research and scholarship program.

**The academic management of the GHI Library includes responsibility for:**

- Conceptual and strategic development of the library (including expanding holdings, removing unneeded volumes and digital resources) in light of recent technological developments and user strategies.
- Close cooperation with the director and other management personnel, with the research coordinator, and with all the scholarly personnel of the GHI.
- Management of research data and the further development of strategies for Open Access or hybrid publications (in coordination with the editors of the institute), and potentially the development of a document server.
- Ideas for the use of library spaces.
- Selection of literature and licenses that should be acquired for the scholars at the institute in coordination with these scholars and with the Max Weber Foundation’s business office in Bonn.
- Cooperation and networking with libraries in Germany, North America, and the institutes of the Max Weber Foundation.
The management and further development of Digital History as a focus of GHI research and scholarship includes especially:

- Applying for and possibly managing grant-funded and institute research projects and cooperative networks.
- Supporting scholars at the GHI Washington in carrying out long-term digital projects already in progress and in conceiving of and applying for new projects that have digital components.
- Actively working with the working group for Digital Humanities of the Max Weber Foundation.
- Responsible for coming up with ideas for the further development of the GHI’s digital research infrastructure for the inclusion, securing, and later use of research data, as well as for combining the digital offers of the GHI together with cooperating partners and other institutes of the Max Weber Foundation.
- Representing the GHI Washington in national and international forums for Digital History/Digital Humanities and in alliances for digital research infrastructures in coordination with other members of the field of “Digital History.”
- Conducting research as well as publishing and presenting at workshops and conferences, as well as developing ideas for conferences and events and carrying them out.

Required qualifications:

- You have a college degree in a humanities field that does historical work, as well as at least a master’s degree in library and information science with proven emphases in the field of digital humanities, or you have successfully completed a study in digital humanities or information science with proven competence in a history-related field.
- You are familiar with Open Access models and library policies and procedures, as well as the management of metadata and licenses.
- You are familiar with standard data assignment (e.g., Integrated Authority Files) and incorporating them into the semantic web.
- You have good knowledge of Digital Humanities tools and methods and are connected in the relevant scholarly networks.
- You are motivated to support, further develop, and come up with new concepts for GHI digital research infrastructures and digital projects, in coordination with the management of the institute, its scholars, as well as the IT department.
- You speak very good English and can communicate well in German.
- You have intercultural competence and feel comfortable in a foreign institute.
- You enjoy sharing your informational competence with others.
- You are communicative and enjoy working on a team.
- You possess a great deal of initiative and independence, you get actively involved, and you enjoy new challenges.

Additional preferred qualifications:

- Experience in coming up with and carrying out projects, completing grant applications, and developing international cooperative projects with new partners.
- Experience managing historical research data.
- Experience working in a research institute or a research library.
- Experience in the field of citizen science/scholarship.
- Competence in applied computer science.
The successful candidate will initially be given a two-year contract, although an extension is possible.

The Max Weber Foundation is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. The Max Weber Foundation is a family-friendly employer committed to supporting a healthy work-life balance. For some information on living and working conditions for families in Washington, DC, please see [https://www.ghi-dc.org/ghi-staff/opportunities-at-the-ghi/work-and-family.html?L=0](https://www.ghi-dc.org/ghi-staff/opportunities-at-the-ghi/work-and-family.html?L=0).

The job location is Washington, DC. Applicants who fulfill the requirements for a deployment from Germany will be paid in accordance with TVöD E13 (Federal) in addition to the stipulated foreign allowances for covering the higher cost of living in Washington, including a rental subsidy. Applicants may be employed with a U.S. work contract only if they already possess a valid work and residence permit; in this case, they would be paid on the basis of the salary scale developed by the German embassy in Washington.

Please submit your application with the usual files (CV, list of publications, transcripts and/or diplomas) in one pdf-document with the subject line “Library Management/DH” by April 28th, 2019 to

Director of the German Historical Institute Washington
Prof. Dr. Simone Lässig
c/o applications@ghi-dc.org
German Historical Institute
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Please send a second pdf-file with a cover letter including your contact information and a list of your most important qualifications for the position.

The interviews are scheduled for June 4th/5th, 2019, in Washington, DC. For questions on the salary or concerning work/life balance at an institute outside of Germany, please don’t hesitate to contact our administrative director, Anne Kadolph (kadolph@ghi-dc.org). For questions about the particulars of the advertised position, please contact Dr. Sarah Beringer (beringer@ghi-dc.org). Further information on the GHI, its mission, and its current research program is available at www.ghi-dc.org.