JOB DESCRIPTION
Digital Innovation Specialist
Vacancy Ref: A3585

<table>
<thead>
<tr>
<th>Job Title: Digital Innovation Specialist</th>
<th>Present Grade: 7P</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department/College: Library</td>
<td></td>
</tr>
<tr>
<td>Directly responsible to: Library Applications Specialist</td>
<td></td>
</tr>
<tr>
<td>Supervisory responsibility for: None</td>
<td></td>
</tr>
</tbody>
</table>

Other contacts
Internal:
Library staff, Information Systems Services (ISS) staff, staff from other Professional Services divisions, academic staff, students

External:
Peers in other institutions, sectoral agencies and service suppliers.
National and international bodies as appropriate e.g. Jisc, SCONUL, N8, Academic Librariess North, UKSG, UCISA, EPUG, IGELU
Software vendors
Colleagues from other institutions when working on inter-institutional projects

Job purpose:
The Digital Innovation Specialist brings digital expertise in systems and software into the heart of the Library, ensuring that the Library can fulfil the digital components of its vision. They will work with Library staff and other stakeholders to define requirements for digital services, bring innovative thinking in the use of digital technology, and undertake technical development, integrations of different systems and maintenance of existing services. They will work in close collaboration with Information Systems Services to ensure efficient and effective alignment of priorities

Major duties:
- Work collaboratively with Library staff and other stakeholders to understand, refine and capture requirements for digital services, and turn these into technical deliverables for the Digital Innovation team.
- Work in close integration with the rest of the Digital Innovation team to develop new digital services and systems.
- Enhance and develop existing digital services and systems, especially key strategic services such as Lancaster Digital Collections.
- Develop and maintain APIs to integrate different systems, including integrations with systems beyond the Library.
- Undertake technical management and backend system configuration of the Library’s SaaS digital services.
• Manage and maintain existing in-house digital services, ensuring robustness, minimising outages and ensuring continuity of business delivery.
• Undertake maintenance and development work on the Library’s hosting infrastructure, working in partnership with ISS to maximise stability and performance.
• Maintain a high degree of awareness of future developments in Library and broader academic digital systems and software, and utilise this knowledge to inform and advise Library staff on the development of digital services, ensuring they are aware of the potential created by digital innovation.
• Provide advice to Library staff as appropriate on key digital issues such as IT security, data protection, digital fluency and digital preservation.
• Develop and maintain positive links with ISS, ensuring that a culture of collaboration and co-working is maintained and Library and ISS priorities are complementary.