

## Position Description – *Library Specialist (Open Education & Copyright)*

Updated 13 August 2025

POSITION DETAILS	
College/Portfolio	Corporate Services
Organisational Unit	Library
Supervisor (Title)	Library Coordinator (Education Engagement)
Classification	Higher Education Officer Level 7
Employment Type	Continuing, full time

POSITION SUMMARY
<p>Under broad direction, the Library Specialist (Open Education &amp; Copyright) supports the teaching, learning and research activities of the University by developing and implementing open education, licensing and copyright awareness strategies. The role will be responsible for fostering a culture of open scholarship and copyright compliance, providing guidance and support to University staff and students. They will also monitor developments in open education such as licensing, rights retention, and copyright, and represent the University's Copyright Officer as needed.</p>

UNIVERSITY EXPECTATIONS AND VALUES
<p>All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:</p> <ul style="list-style-type: none"> <li>• demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence, and the underlying ethos of being Student Centred;</li> <li>• contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor;</li> <li>• promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;</li> <li>• perform their responsibilities in a manner which reflects and responds to continuous improvement; and</li> <li>• familiarise themselves and comply with the University's <i>Work Health and Safety, Injury Management and Equal Opportunity</i> policies.</li> </ul> <p><i>A Nationally Coordinated Criminal History Check (NCCHC) which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.</i></p>

### KEY POSITION RESPONSIBILITIES

The Library Specialist (Open Education & Copyright) is accountable for:

1. Collaborating with the Education Engagement and broader Library teams to plan, deliver and evaluate learner-centred programs that build capacity in copyright and open education with consideration of the evolving technologies including generative AI
2. Identifying and advocating for accessible, engaging information resources, including Open Educational Resources (OERs), to improve teaching effectiveness and student learning outcomes
3. Supporting Academics with the creation, adoption and implementation of open education resources in collaboration with library colleagues and other University partners.
4. Developing and maintaining strategic partnerships and effective working relationships with campus stakeholders to promote the use of OERs and equitable access to course content
5. Developing strategies to increase awareness of copyright requirements, fostering a culture of copyright compliance within the University
6. Providing specialist expertise and training on open education and copyright matters
7. Keep up to date with developments and issues in the higher education sector, including relevant legislation, policies, procedures, technologies and GenAI that affect copyright and open licensing.
8. Interpreting and providing advice on policies, and guidelines relevant to copyright in support of research, teaching, and learning
9. Representing the University's Copyright Officer in dealings with external bodies, including Universities Australia (Copyright) and collecting society representatives
10. Oversee audit and monitoring activities required by relevant collecting societies to ensure compliance with statutory and industry licenses
11. Any other responsibilities in line with the level of the position as assigned by the Supervisor and/or the University.

### KEY POSITION CAPABILITIES

- Completion of a degree with subsequent relevant experience, or equivalent combination of experience and/or education and/ or training.
- Demonstrated understanding of Australian copyright legislation and its application in the higher education sector.
- General to broad knowledge of trends in copyright, open scholarship, open education practice, and scholarly publishing in higher education.
- Demonstrated ability to lead programs and outreach efforts and to develop, design and deliver training programs, educative resources, and professional activities, including workshops and communities of practice.
- Demonstrated ability to build and manage collaborative partnerships in an academic environment.
- Demonstrated organisational and problem-solving skills, including the ability to apply project methodology and manage deadlines.
- Demonstrated well developed to high written, verbal, and interpersonal communication skills in both face-to-face and online environments.
- A high-level ability to work collaboratively in a team environment.
- Relevant experience in academic libraries (desirable)