Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

Job title: Wikimedian in Residence and Research Visibility Champion

Department/Division: Library, Digital Scholarship & Innovation Group
Accountable to: Metadata Manager

Competency	Criteria	E/D
1. Knowledge and Experience	Educated to degree level (or substantial experience in research, higher education, or an academic library).	E
	Relevant professional practice in open scholarship and supporting researchers.	E
	Experience and confidence in designing and delivering training, and engaging with a wide range of audiences.	E
	Excellent IT skills and experience of using a wide range of applications and formats. Aptitude for learning new software and technologies, including engagement with new developments in AI.	E
	Experience of editing Wikipedia and Wikidata or Wikimedia Commons, and an understanding of best practices in the Wikimedia community.	D
	Experience of using and supporting others to use bibliometrics, altmetrics and other research visibility tools, such as Scopus, Altmetric, and Overton.	D
	Understanding of issues related to copyright and licensing in disseminating digital content.	D
	Experience of working in higher education.	D
2. Communication	Ability to advocate for and persuade of the benefits of open knowledge and scholarship to support access, research and education.	E
	Excellent verbal and written communication skills in the English language, including presentation skills, for diverse audiences.	E

	Experience of documenting work processes, creating training materials and user guides.	D
3. Teamwork and Motivation	Ability to collaborate effectively and tactfully with a wide range of teams across the institution and the Wikimedia community.	E
4. Service Delivery	Ability to teach and support those working on Wikipedia, Wikidata and Wikimedia Commons, and with research visibility tools, including experience organising events or workshops. Experience contributing to online platforms or writing within academic, research or publishing communities. Ability to maintain accurate records of progress, evaluate activities and report back to stakeholders.	E E E
5. Initiative and Problem Solving	Ability to exercise initiative and creativity within the scope of institutional and Wikimedia policies.	E
6. Liaison and Networking	Experience of building positive working relationships and liaising between colleagues, researchers and institutional staff, Wikimedia, and external partners. Evidence of active participation in professional networks.	E D
7. Planning and Organisation	Ability to organize and prioritise workloads, allocating resources as required to meet agreed priorities and deadlines and respond to changing demands.	E

E – Essential: Requirements without which the job could not be done.
D – Desirable: Requirements that would enable the candidate to perform the job well.

May 2025