



National College of Art and Design

Post title: Digital Imaging Archivist, Kilkenny Design Workshops Demonstrator Project

Part-time, fixed-term contract – start date 01/07/2013

Department/Faculty: National Irish Visual Arts Library (NIVAL)

Location: NCAD Campus, Thomas St. Dublin

Temporary, part-time post: 26 weeks @ 24 hours per week

Salary: €33,829 pro rata

Closing date for application: 13/06/2013

How to apply: Please send a CV and an expression of interest detailing how you fulfil the criteria to Trevor Peirce at peircet@ncad.ie with 'Digital Archivist' in the subject line. Please include the names of two referees.

Post summary: NCAD/NIVAL are recruiting a Digital Archivist who will be responsible for designing and implementing the digitisation workflow for the Kilkenny Design Workshops Archive. The KDW Archive contains more than 20,000 photographic images, volumes of record sheets, press-clippings and ephemera. A finding-aid to the Archive to file level is almost completed. A representative selection of images, approximately 2,500 - 3,000, will be digitised and added to the finding-aid. The completed KDW project, including the finding aid for the complete Archive plus the representative sample of images, will be used as a demonstrator project for the Digital Repository of Ireland currently under development. This post is funded through HEA PRTL I Cycle 5.

Job description

- Design and implement the workflow for digitising and uploading the selected KDW images (comprised of photographic prints, 35mm slides, large-scale transparencies, negatives, press-clippings and ephemera)
- Work with the relevant DRI partners to ensure compliance with existing strategies, policies and guidelines
- Liaise with designated library staff on associated research activities
- Any other duties required for the successful completion of the project

Essential qualifications

- Degree in a relevant discipline

- Minimum of two years experience of working on all aspects of digital imaging projects in an archive, library or academic environment
- Demonstrated knowledge of ISAD(G) and EAD metadata standards
- Demonstrated knowledge of scanning technologies, digital imaging software, batch processing, and file-naming conventions
- Evidence of ability to work on own initiative within a work environment

Desirable

- Post-graduate qualification in library or archival studies with a specialism in digital archiving
- Experience of copyright clearance procedures
- Knowledge of digital preservation standards, best practice and strategies
- Knowledge of Irish visual culture and design history

Background to the Kilkenny Design Workshops Demonstrator Project

NCAD is a Devolved Partner in the HEA funded PRTL Cycle 5 Digital Repository of Ireland – DRI - project (formerly entitled NAVR). DRI will be the digital infrastructure that links together and preserves the rich and varied cultural, historical, and qualitative social science data held by Irish Institutions, and will provide a central access point and multimedia tools to research and interact with archived data. DRI will allow the public, students and scholars to access and research the history, cultural heritage and social life of Ireland in ways never possible before. The DRI funded partners are the Royal Irish Academy (RIA, lead institute), National University of Ireland Maynooth (NUIM), Trinity College Dublin (TCD), Dublin Institute of Technology (DIT), National University of Ireland Galway (NUIG), and National College of Art and Design (NCAD).

The NCAD input to DRI will utilise one of the National Irish Visual Arts Library (NIVAL) special collections: the Kilkenny Design Workshops Archive. The main aim of the KDW project is to produce cross searchable finding aids for KDW photographic documentation and press cuttings to file level, and digitised sample images (c.2500), compatible with DRI infrastructure.

The Kilkenny Design Workshops (KDW) were founded in 1963 by the Irish Export Board as part of its strategy to improve standards in design in the country. The aim of the Workshops was to produce prototypes in conjunction with Irish industry. Initially five sections (ceramics, weaving, textile printing, woodwork and silver and metalwork) were established, each led by an industrial designer from outside Ireland. During the 1970s the scope of the Workshops was extended into industrial and product design, and a residency scheme for recent design graduates was established. KDW was the first example of state funded design workshops, and provided a template later used elsewhere.

The Digital Archivist will be based in NIVAL on the NCAD campus on Thomas Street, Dublin, and will be line managed by the project's Principle Investigator and the NCAD Acting Head Librarian.



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An Roinn Post, Fiontar agus Nuálaíochta
Department of Jobs, Enterprise and Innovation

HEA

Higher Education Authority
An tÚdarás um Ard-Oideachas