Academics Without Borders (AWB) is a Canadian nonprofit organization. Its mission is to help developing countries improve their universities so that they can train their own experts and conduct research to assist in their countries’ development. AWB’s projects are involved in the full range of university activities from expanding and improving existing institutions and programs to helping create new ones. AWB fulfills its mission by sending volunteers on projects that originate in and are owned by developing world institutions. AWB volunteers are reimbursed for their expenses but are not paid a salary.

**Project Reference:** Integrated Library Management System Training at the University of Central Asia

**Number of Volunteers:** 1

**Partner Organization:** University of Central Asia

The University of Central Asia was founded in 2000. The Presidents of Tajikistan, the Kyrgyz Republic, and Kazakhstan, and His Highness the Aga Khan signed the International Treaty and Charter establishing this secular and private University. The mission of the university is to promote the social and economic development of Central Asia with a particular emphasis on the mountain societies, while helping the people of the region to preserve and draw upon their rich cultural traditions and heritages as assets for the future. The University of Central Asia seeks to contribute leadership, ideas, and innovations to the transitioning economies and communities of the region through modern educational and vigorous research programs that produce knowledgeable, skilled and creative graduates.

The University of Central Asia consists of the School of Arts and Sciences, the Graduate School of Development, and the School of Professional and Continuing Education.

**Location:** Naryn, Kyrgyz Republic and Khorog, Tajikistan. The volunteer will spend time on both campuses during the course of the assignment.

**Language:** English

**Job Description:**
The University of Central Asia has requested the assistance of a volunteer to assist their library staff to fully utilize the Integrated Library Management Software “OCLC WMS Worldshare”. This is a robust Integrated Library System, and the staff need expert support and training from an experienced system librarian in order to obtain full understanding and competence in use of the system’s applications.
Specifically, the volunteer will be asked to provide training on: Resource Description & Access, Library of Congress Classification System, Marc21 and Dublin Core. The volunteer is also expected to provide training in metadata management and cataloguing of materials with local MARC tags, as well as the use of field and delimiters. The assignment will also include providing instruction on the reporting functions of the library management software, including usage statistics and financial management.

**Requirements:** Minimum of Masters Degree in Library and Information Sciences or related discipline. Applicants with specialization in Systems Librarianship are particularly desirable for this assignment.

**Start Date and Duration:**
The volunteer will be expected to spend a minimum of one month onsite and may be required to also provide support remotely.

**Benefits:**
All expenses: flights, accommodations, local transportation, travel and medical insurance, vaccinations and medications, and other incidentals will be covered by the University of Central Asia and AWB.

**Applications:**
Please send to Corrie Young, cyoung@awb-usf.org:
- Your CV, including your contact information
- A statement of your motivation in seeking the position
- Dates of availability
- Names and contact details of two (2) references

**Deadline:** June 21, 2019