

Fedora Program Manager

Position Summary Description

LYRISIS is seeking a thoughtful and collaborative individual to serve as the Fedora Program Manager to help build and sustain Fedora’s strategic direction and user community. Fedora is a community-maintained, open-source, standards-based, and interoperable repository system that supports durable access to digital objects and long-term digital preservation. First released in 1998, it has been adopted over the course of two decades by hundreds of institutions across the globe. The Program Manager will be at the center of one of the signature academy-led and community-driven open-source software programs developed by libraries, archives, and museums, collaborating with a dedicated and engaged leadership team and active user community to spur the migration to or adoption of the recently released version 6 of Fedora.

The Program Manager serves as strategic liaison to the Fedora steering group, leadership group, sponsors, service providers, and other stakeholders. Key activities of the role include providing general project oversight, building communication and outreach plans, and coordinating meetings and presentations. Additional work includes assessing and providing guidance regarding community adoption, budget, strategic partnerships and potential grant activities. Duties will include a wide range of communications and the ability to manage work with agility. If you are someone who enjoys collaboration and solving interesting problems, you will thrive in this role.

The Program Manager works with other key staff to oversee essential program processes and performs international outreach to institutions, government organizations, funding agencies, and others. The Program Manager works closely with the Fedora Governance Chairs to ensure smooth oversight of leadership team activities. Even if you are not an expert in digital repositories, the ability to learn, listen, and develop new skills will serve you well in the role.

Individuals with excellent communication skills, the ability to interact with a variety of different stakeholders in a global community, and an interest in developing relationships with current and potential community members are encouraged to apply.

Duties & Responsibilities

Product management

- Working with the steering and leadership groups, set vision for the product and establish the long-term roadmap
- Serve as strategic liaison to steering group, leadership group, community members, service providers, and other stakeholders
- Seek out and engage in collaborations and partnerships that will leverage resources and expertise to

advance Fedora and digital preservation

- Support raising annual funding for program through memberships, grants, and in-kind contributions
- Articulate non-technical needs to technical stakeholders; articulate product functionality to non-technical audiences
- Be an effective spokesperson for the program through outreach, public speaking, and advocacy

Operations Leadership

- Work with stakeholders, committees, and staff to ensure timely implementation of products and services
- Plan and manage budgets and resources for the program
- Provide regular status and financial reports to the steering group and members
- Work with the technical team to oversee key program processes such as gathering requirements, setting work priorities, coordinating user acceptance testing, coordinating efforts to produce documentation, and other work essential to program operations.

Community Management

- With the Steering Group, Leadership Group, and LYRASIS, solicit new institutional contributors as well as providers of services to the Fedora community
- Perform international outreach to institutions, government organizations, sponsors, funding agencies, and others
- Provide support for efforts to recruit and cultivate new adopters and contributors

Marketing and Communications

- Develop and document key use cases within community
- Explore and define market opportunities in new areas
- Develop and execute communications with stakeholders, contributors, members, partners, service providers, etc., in collaboration with the LYRASIS marketing and communications team
- Coordinate representation for Fedora community at key conferences and workshops

Skills and Abilities

Required:

- Excellent interpersonal, verbal, and written communication skills
- Experience formulating, managing, and executing project plans
- Experience working effectively with a cross-functional team to plan and complete information technology projects
- Experience working collaboratively and communicating effectively with stakeholders coming from a range of backgrounds

- A commitment to fostering a diverse and inclusive environment where differences and complexities in background, cultures, values, and viewpoints are valued

Preferred:

- Experience working with digital repositories
- Experience working in international organizations or communities
- Familiarity with GLAM (galleries, libraries, archives, museums) communities
- Familiarity with not-for-profit or open-source software community programs
- Familiarity with higher education; for example, a degree, work experience, etc.
- Ability to develop relationships with current and potential community members
- Experience working collaboratively and communicating effectively with software stakeholders
- Awareness of relevant issues that are unique to mission-driven research and academic institutions
- Experience contributing to professional communities

You should apply even if you don't feel that your credentials are a 100% match with the position description. We are looking for relevant skills and experience, not a checklist that exactly matches the position itself.

This position is part of a geographically and institutionally distributed team. Applications from candidates interested in telecommuting and/or a flexible schedule between 75% and full-time are welcome (and eligible for full medical benefits).

At LYRASIS, one of our core values is to provide an inclusive environment to all who are employed here. Therefore, the organization is intentional in providing fair and equitable employment opportunities to all applicants, without regard to race, color, religion, sex, national origin, age, disability, or genetics. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

The salary range for full-time employment is \$ 70,000 to \$ 85,000.

To apply:

Please submit your resume and cover letter at <https://lyrasis.isolvedhire.com/jobs/465175-25777.html>

Applications are accepted until the position is filled but review of applications will begin December 15, 2021.

Fedora™

