



## **Job Specifications for the Course Manager/Facilitator**

### **The Project**

The stated objectives of the grant which the Course Manager/Facilitator will work towards, using a training course to achieve are as follows:

- Train at least 200 African librarians from 20 African countries+ on how to effectively open up and link knowledge by making their library collections more visible through Wikidata
- Train at least 200 African librarians how to use Wikidata for uploading meta of collections in bulk, manipulation of the data of collections via platforms like the SPARQL Query Service and increasing the reach and access of the unique collections of African libraries
- Train at least 200 African Librarians on pathways for connecting their collections through linking local metadata with a network of global metadata using Wikidata
- Train at least 200 African librarians on the use of Wikidata as a database and a visualization tool for mapping knowledge
- Train at least 200 African librarians on how to use Wikidata to describe the structure of a book as well as how to change bibliographic description to structured data using Wikidata
- Train at least 200 African librarians on how to integrate Wikidata into other Wikimedia projects and,
- Assisting these librarians to step-down skills learned to their user communities through at least 20 edit-athons across Africa
- Nurture relationships between Wikimedia communities in Africa with libraries. This is expected to lead to:
  - a. collaborations with librarians during and after the life-cycle of the project
  - b. presentations at Wikimania and WikiIndaba

### **Skills we would like you to have:**

- Effective writing, and communication skills in English
- Experience communicating with librarians, or working with library audiences
- Experience designing and providing effective training on Wikidata and sister projects, digital research or similar digital skills, especially for adult learners
- Experience with community organizing or facilitating professional-public collaboration

### **It would be even better if you had:**

- Experience doing training, communication or other activities with libraries in the African context -
- Experience with facilitating digital training and using digital platforms and tools like Moodle, Blackboard, etc.
- Experience with evaluating learning needs
- Deep hands on experience with Wikimedia communities, especially in in the African context
- Experience working with the Wikimedia communities in Africa

### **What we would like you to do in the project:**

Therefore, the job specifications of the Course Manager/Facilitator will be to:

1. Work with a curriculum development expert to develop modules/instructional design and training materials for online learning on Wikidata and how to use the platform to make African library collections more visible as stated in the objectives.
2. Integrate the pre-training evaluation results into the developed modules in order to ensure that the instructional design fits in with the reality of African library collections, the digital capacities of African librarians and the internet supply and speed in Africa.
3. Coordinate a needs-based assessment to include previous learning from the Wikipedia in African Libraries course and the Wikimedia community in Africa into the curriculum.
4. Develop Reflection/Feedback sections to be integrated into every module to enable the project team to feel the pulse of the participants for each module

(including assignments done) that may lead to necessary adjustments in other modules yet to be accessed.

5. Develop reflections/quick exercises to ensure practicality from the Wikidata standpoint.
6. Coordinate with the AfLIA team to deploy a training plan with clear timelines and appropriate exercises based on the content of each module. The plan will be used to upload the training materials to AfLIA's Moodle platform.
7. Develop publicity materials about the value and importance of Wikidata in linking up structured data and making library collections more visible as well as those that will make librarians curious and ready to be part of the upcoming training programming.
8. Submit the training materials with timelines, grading plan and publicity materials to the Executive Director, AfLIA at the stipulated time
9. Work with the French facilitator/Translator in ensuring that French speaking African librarians are a part of the entire learning experience
10. Run/facilitate a training course with the learning materials deployed on AfLIA's Moodle platform for a test pilot group for 3weeks and **2 Cohorts with each running for a period of 6weeks for a minimum of 200** African librarians.

**Also;**

11. Create connections or partnerships with existing Wikimedia communities and affiliates to provide an immersive experience (mentorship and support opportunities) after completion of curriculum.
12. Connect course participants to Wikipedia communities in their different countries.
13. Assist and play a central role in helping library participants understand how to cultivate relationships with local Wikimedians in their own communities.
14. Organise at least twenty Wikidata outreaches /edithatons with the participants of the course (two while pilot testing the content, ten with the first Cohort and eight with the second Cohort).
15. Submit a report of the training course midway and at the end of the program.
16. Work with the evaluators where necessary in reaching the course participants.
17. Any other activities or work to make the project successful.