

## RDA Examples Editor

Responsibilities and Requirements



### Responsibilities:

1. Serve as Chair of the [Examples Working Group](#)
2. Maintain examples in RDA for existing instructions
3. Identify and implement changes to examples resulting from changes to the RDA text
4. Identify and implement new contextual examples for inclusion in RDA in conjunction with approved RSC proposals and in existing RDA text, as needed
5. Edit complete examples to illustrate the application of RDA to different resources and with alternative encoding schemes, in liaison with RSC groups and external experts
6. Coordinate with external experts for translation, transcription, localization, and contextualization of RDA examples
7. Maintain the RDA Examples Guide to assist in the editing of contextual examples and serve as a "style sheet"
8. Liaise with the RDA Development Team on the use of examples in documentation, in the CMS, and in RDA applications
9. Serve as an ex officio member of the [RDA Translations Working Group](#), consulting with translators as needed on example choices and markup
10. Submit to the RSC a brief annual report of activities and the status of tasks
11. Present the output of activity to the RSC at its meetings

### Requirements:

To be eligible to apply, the candidate must have:

- Knowledge of RDA content (Original and Official) and basic familiarity with the Official RDA Toolkit
- Knowledge of the practical interpretation and application of RDA

- Comfort with bibliographic description for multiple formats (e.g., books, manuscripts, maps, etc.)
- Experience in providing examples for cataloging documentation or training
- Experience with XML and XML editors
- Familiarity with the IFLA Library Reference Model
- Fluency in English and bibliographic knowledge of some other languages, ideally including a non-Latin script language
- Good communication skills.

Prepared 9 August 2023