RSC RDA Steering Committee

Application Form

Title	Wider Community Engagement Officer

Description of role

The Wider Community Engagement Officer is a voting member of the RSC and serves in an outreach capacity to existing and new RDA users.

Qualifications

Required:

- Fluency in English
- Proficiency with original RDA
- Familiarity with the official (post 3R) RDA Toolkit
- Expert knowledge of the IFLA Library Reference Model
- Understanding of how RDA is optimized for linked open data implementations
- A track record of presenting RDA information to groups.

Preferred:

- Ability to read, write, and speak a language other than English.

Specific responsibilities

- Engaging with and representing RDA users who are not accommodated easily through the regional committee structure; this may include regions who do not yet have committees and user groups that cross regional boundaries
- Serving as a resource and communication channel for RDA change proposals arising from those not represented by a regional committee
- Supporting existing communities' use and development of the evolving Community Resources section of RDA Toolkit, and advising new communities in providing content for this section
- Promoting use and understanding of RDA Toolkit worldwide by giving presentations at conferences (virtually or in person), creating training videos for the RDA Toolkit YouTube site, writing articles, creating updates to the RDA FAQ, etc.
- Working with the Translations Working Group and with the Director of ALA Digital Reference to reach out to new potential translators as needed
- Representing the RSC on external committees as needed
- Collaborating with ALA Publishing and RDA Board members in building connections with new RDA communities.

RSC voting member responsibilities

- Attend RSC meetings (both in person and virtually)
- Contribute to RSC Working Groups as needed
- Actively contribute to RSC discussions, sharing their RDA expertise
- Report on their activities to the committee
- Consider other issues related to the development of RDA

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- Sponsor/present workshops, programs, etc. at professional meetings (e.g., library associations)
- Volunteer to represent the RSC at conferences, act as liaisons to other bodies, and prepare discussion papers upon request
- Provide feedback/responses to proposals, discussion papers, and fast track changes
- Cast a free vote based on their expertise and on issues raised during discussion, rather than necessarily reflecting the views of their groups
- Contribute to the review and signing-off of approved derivatives of RDA content (excluding translations).

Personal information	
Name	
Job Title	
Organisation	
Telephone Number	
Email address	
Year you began using RDA	

Institutional support [1]
By nominating this member of staff to the RDA Steering Committee (RSC), we confirm that we are willing to support them undertaking RSC work and activities, including technological infrastructure and support for the representative to participate online. We acknowledge that the RDA Fund will cover travel, accommodation and subsistence costs for RSC meetings, and that ALA Digital Reference will provide access to online collaborative tools for the online meetings.

Name of Nominator / Position [2]	
Electronic Signature of Nominator	

Candidate's supporting statement
Please provide a detailed statement, referencing the qualifications and specific tasks, to demonstrate your skills and abilities as Wider Community Engagement Officer on the RDA Steering Committee.

Submission instructions
Email your completed form to rscchair@rdatoolkit.org by 30 July 2025.

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[1] Independent consultants/those working for themselves do not need to complete this section as it is assumed they understand the time and technology commitments and are responsible for managing these themselves.
[2] Nominator should be a senior manager in the institution.