

Job Title	Music Bibliography Specialist
PVN ID	GS-1907-003163
Category	Research
Location	The GRADUATE CENTER
Department	RILM International Center
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Aug 23, 2019 (Or Until Filled)

General Description

In RILM International Center – Graduate Center of CUNY to contribute to the publication of a comprehensive, international abstracted bibliography of scholarly and professional writings on music and related disciplines serving the global music research community; Conduct research on all types of music and related studies in relation to all document types (books, articles, reviews, collections, electronic resources, etc.); Edit/index/write abstracts of scholarly literature on music received from diverse sources and of varied quality and intelligibility, bringing them to a high standard of literacy and scholarship by improving the prose, punctuation, and factual content of the material through research; Improve and add to RILM's indexing conventions outlined in its style manual, based on special areas of academic expertise.

Other Duties

Qualifications

Req: Master's degree in Musicology or a related discipline. Expert knowledge of repertoire, a grasp of different analytical approaches, an understanding of performance and the cultural and intellectual history of music; An understanding of bibliographic procedures; Must be skillful in editing and organizing data into logical concepts with proven research and superior written English skills. 35 hours/week.