

Now Hiring - Digital Humanities Specialist (Coptic Studies)

Organization: University of Oklahoma Women's and Gender Studies Department

Job Location: OU Norman Campus, fully remote work available with approval

Schedule: Part-time, 10-20 hours/week

Work Schedule: Flexible but compatible with Central Standard Time working hours, to be determined upon hiring

Term: May 15, 2023 - August 11, 2023

Salary Range: Commensurate based on education and experience, \$20 - \$30/hour

Benefits Provided: No

Job Description:

1. Transcribing and correcting transcriptions of Coptic documents (from print editions or manuscripts)
2. Adding annotations to Coptic text (training will be provided)
3. Attending weekly meetings remotely
4. Other duties as assigned

Education:

- Required - Formal education in the Coptic language at the college/university or graduate school level
- Preferred - Bachelor's degree

Required Skills:

- Moderate to strong proficiency in reading the Coptic language
- Openness to learning new technical skills
- Ability to work both independently and to collaborate with members of an interdisciplinary research team
- Detail-oriented

Preferred Skills:

- Familiarity with the Coptic Scriptorium platform
- Training/education in Bentley Layton's Coptic grammar

Hiring contingent upon a Background Check? - Yes

Required Attachments for Applicants:

1. Brief Cover Letter explaining interest and relevant courses and/or work experience
2. Curriculum Vita
3. Two (2) References – names and emails (one must be able to comment on the applicant's knowledge of the Coptic Language)

Submit all application materials to:

wgs@ou.edu

Applications for this position will be reviewed on a rolling basis beginning May 8th.

Questions about this position:

Caroline T. Schroeder, PhD

Professor, Women's and Gender Studies

Core Faculty, Data Scholarship Program in the Dodge Family College of Arts & Sciences

Associate Fellow, Data Institute for Societal Challenges

PI: Coptic Scriptorium Project

The University of Oklahoma

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Diversity Statement:

The University of Oklahoma is committed to achieving a diverse, equitable, and inclusive university community by recognizing each person's unique contributions, background, and perspectives. The University of Oklahoma strives to cultivate a sense of belonging and emotional support for all, recognizing that fostering an inclusive environment for all is vital in the pursuit of academic and inclusive excellence in all aspects of our institutional mission.

Equal Employment Opportunity Statement:

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