



Indexer *Index Buddhicus* / Buddhist Studies Bibliography

Brill Academic Publishers is looking for two to four indexers for our new bibliography for Buddhist Studies Bibliography, starting his/her work in October 2013. The workspace is situated at the Ruhr University of Bochum, Germany.

The Index Buddhicus will be the academic bibliographical reference in the field of Buddhist studies. It will consist of bibliographical records for monographs, reviews, chapters in edited volumes, journal articles, reference works, electronic resources, and whatever is deemed relevant. The Index Buddhicus will cover Western language secondary literature.

Indexing will be done online on the basis of detailed instructions and guidelines. In their daily work the indexer(s) will report directly to their supervisor the managing editor, Richard Mahoney.

The work will consist of:

- the identification of (sources of) relevant secondary literature
- editing and feeding the resulting bibliographical records into the *Index Buddhicus* database
- linking each record to a carefully designed classification and keyword list
- advising the managing editor on further optimisation of the classification and keyword list
- supervising the work of external bibliographical correspondents
- advising the managing editor and publisher on issues such as representation at conferences, marketing opportunities, improvement of the user interface, etc.
- preparing any spin-offs from the *Index Buddhicus* database

The editor should fulfill the following requirements:

- min. MA level knowledge in the field of Buddhist Studies
- preferably experience in bibliographical work
- be meticulous and efficient while at the same time
- be well-versed in working with databases and aware of developments in electronic publishing *and* usage.
- be able to work within deadlines

The editors will be appointed on a project basis, but in the longer run a fixed position within the framework of the project belongs to the possibilities. The position is on the basis of a 50% to 75% full-time equivalent. Initial duration is for the period of twelve months. Salary is an hourly basis ranging from € 15 - € 18. Indexing a sample of articles will be part of the selection procedure. The project will officially start in December 2013 or January 2014.

In case you are interested, please contact Prof. Sven Bretfeld, Ruhr-University Bochum, Universitaetsstr. 150, FNO 01/176, D-44780 Bochum. Applications should be send in digital form (pdf) to sven.bretfeld@rub.de before 22 October.
