Data Steward Competency Framework

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make history.

What is a Data Steward?

A Data Steward is the person who is responsible for the management of all research data and primary materials associated with a research project. This includes the curation, recording, storage and disposal of data and materials, as well as the creation, maintenance and completion of a data management plan.

Research data is a highly valued and important University asset, and the role of Data Steward is key to the effective management of our data.

Who is a Data Steward?

As defined by the University's Research Data and Primary Materials Policy, the Lead Chief Investigator (or first named University of Adelaide researcher) of a project is, by default, the Data Steward associated with that project.

However, the Lead Chief Investigator or Head of School can nominate another person associated with the project for this position, who will then take on the responsibilities of Data Steward.

I'm a Data Steward. Where can I get help?

The framework below outlines what you need to do in your role as Data Steward across the life of your project from start to finish, the range of tools that are available to help you and who can support you in managing your research data and materials. If you need further assistance, please contact liaisonlibs@adelaide.edu.au.

DATA STEWARD COMPETENCY FRAMEWORK (August 2022)

WHAT do I need to do?	WHY should I?				HOW best to do this?				WHO will support me?					WITH what tools?													
	Legal Requirements	Funding Requirements	University Requirements	Benefits	Knowledge	Skill	Tool	Licence	Library	ITDS	Research Services	Intersect	Other	Research Data Planner	LabArchives	Figshare	Adelaide Research & Scholarship	Aurora	Content Manager	Box Cloud Storage	University networked drives (S & R)	Genomics Repository	External Storage Options	Naming Conventions	Metadata Curation Tools	Version Control	Creative Commons
Data Management Plan		✓	✓	✓	✓		✓		✓		✓			✓													
Curation (Organisation)		✓	✓	✓	✓	✓	✓		✓						✓	✓		✓						✓	✓	✓	
Storage	✓	✓	✓	✓	✓	✓	✓		✓	✓		✓			✓	✓	✓		✓	✓	✓	✓	✓				
Retention & Disposal	✓		✓	✓	✓		✓		✓						✓	✓			✓	✓	✓	✓	✓				
Ownership	✓		✓	✓	✓		✓	✓	✓		✓																✓
Collaboration		✓	✓	✓	✓	✓	✓	✓	✓		✓				✓	✓											
Ethical, Legal & Risk	✓	✓	✓	✓	✓						✓		✓														

Open Access	✓	✓	✓	✓	✓	✓	✓	✓			✓											✓
FAIR Principles	✓	✓	✓	✓				✓				✓	✓									
Findable				✓				✓				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Accessible				✓				✓	✓			✓	✓	✓	✓	✓	✓	✓				
Interoperable								✓	✓													
Reusable				✓								✓	✓									
AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research	✓	✓	✓	✓				✓														
Indigenous self-determination				✓				✓														
Indigenous leadership				✓				✓														
Impact and Value				✓				✓														
Sustainability and Accountability				✓				✓		✓												