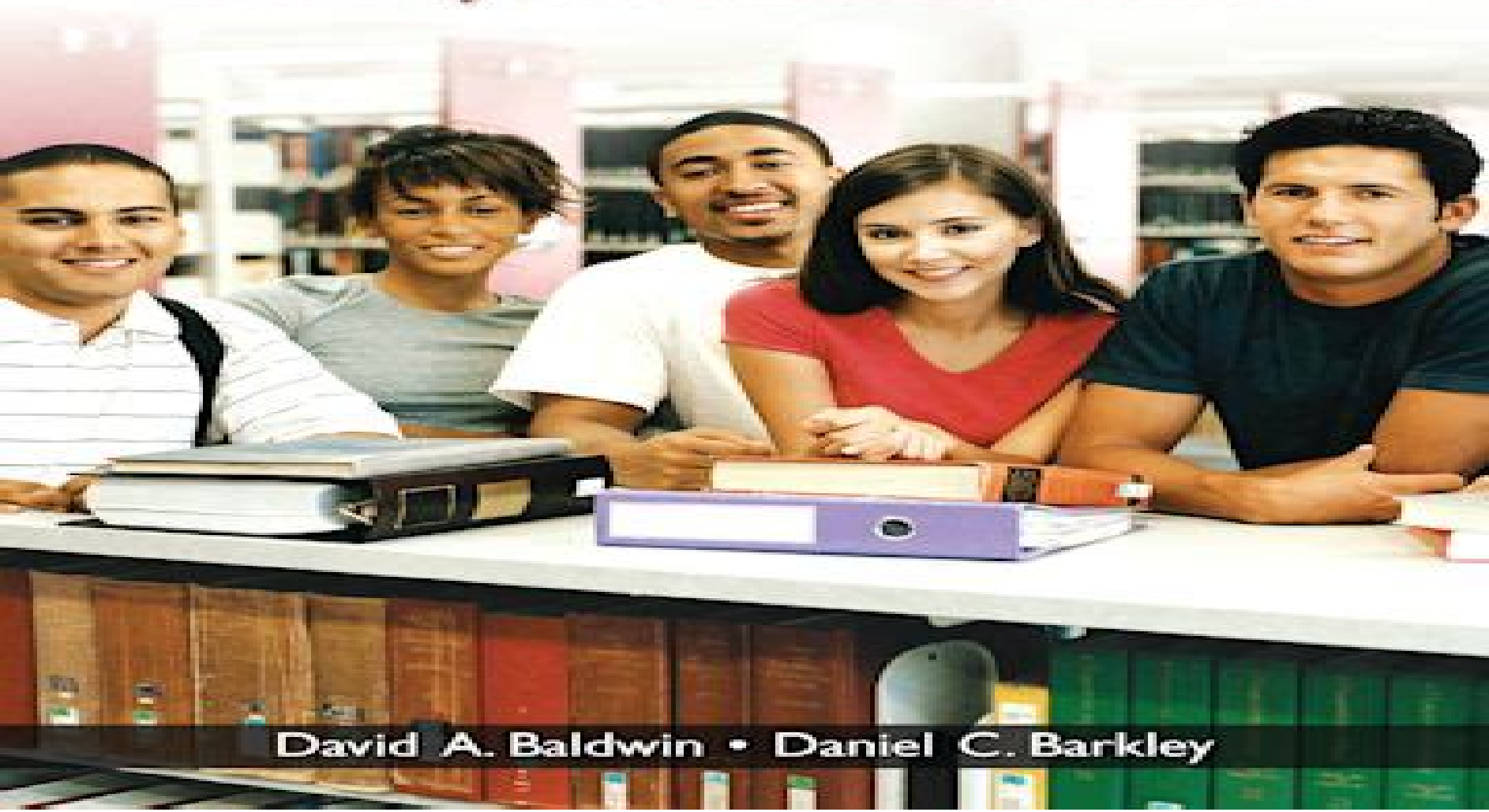


C O M P L E T E G U I D E F O R

Supervisors of Student Employees

in Today's Academic Libraries



David A. Baldwin • Daniel C. Barkley

Complete Guide For Supervisors Of Student Employees In Todays Academic Libraries

Arthur James Wells



Complete Guide For Supervisors Of Student Employees In Today's Academic Libraries:

Complete Guide for Supervisors of Student Employees in Today's Academic Libraries David A. Baldwin, Daniel C. Barkley, 2007-10-30 Where would a library be without its student employees In academic libraries the number of student employees in real numbers often exceeds the number of regular staff They assist users shelve materials and work as security staff many perform very technical and demanding work or provide the coverage needed for long hours of access to collections and services both physical and virtual Motivated by their appreciation for these unsung heroes Baldwin and Barkley cover the basics of good supervision with specific reference to student employees in libraries how to hire how to fire and everything in between An unparalleled compendium of facts advice and checklists *Supervising Student Employees in Academic Libraries* David A. Baldwin, 1991-09-15 Library administrators have taken the student work force for granted for a long time and are only now beginning to realize that this important group accounts for a significant portion of the operating budget Baldwin describes the role of student employees and the supervisor including hiring orientation and performance appraisal He discusses some common problems as well as corrective discipline and termination procedures A separate chapter is devoted to federal student aid programs because of their role in student employment The specific orientation of this well organized handbook makes it essential for any supervisor of student employees The Frugal Librarian Carol Smallwood, 2011-01-13 This collection speaks to universal concerns presenting creative and resourceful solutions from dozens of librarians representing a wide variety of institutions *Library Programs and Services* Stacey Greenwell, G. Edward Evans, 2023-06-15 The ninth edition of this popular overview of the various programs and services offered by libraries offers best practice and useful tips for implementing them effectively Building on the strong foundation of the previous editions award winning author G Edward Evans returns with a new co author Stacey Greenwell for this update that combines their signature style of textbook readability informality and sometimes humor as well as their knack for balancing foundational topics and new trends A new feature in this edition is the incorporation of the concept of library social work through Social Work Connections sidebars in each chapter Anecdotes throughout the text and Career Connections sidebars offer practical advice and specific current examples Greenwell and Evans have combined several chapters from the previous edition and expanded discussions of new trends while retaining and updating the fundamentals The ninth edition is a welcome update for library and information science courses and a valuable handbook for public services librarians

Effective Management of Student Employment David A. Baldwin, Frances C. Wilkinson, Daniel C. Barkley, 2000-01-15 Building on proven methods of effective supervision this book offers academic librarians a practical guide for the day to day challenges that arise in supervising student employees The authors describe the roles of employees and supervisors and review general management principles They then explain how to organize for student employment Hiring compensation orientation and training and supervision strategies are covered in addition to common problem areas performance appraisal

employee employer rights corrective discipline and termination procedures A revision of Baldwin's Supervising Student Employees in Academic Libraries Libraries Unlimited 1991 this new work has been thoroughly updated It contains a complete list of job descriptions and detailed information on funding Answers to frequently asked questions and a glossary of financial aid terms conclude the book

The New Academic Librarian Rebeca Peacock, Jill Wurm, 2014-01-23 The new essays on today's academic librarians examine above all their functions and responsibilities since these have greatly changed just in recent years especially in matters of technology These librarians essayists step away from yesterday's stereotypes and explain at length their new roles From digital resources and special collections to web development and new outreach initiatives the topics covered by the essays in this book will reassure new librarians and stimulate prospective librarians as they realize the enhanced and varied positions that are available in the 21st century academic library

Practical Strategies for Academic Library Managers Frances C. Wilkinson, Rebecca L. Lubas, 2015-11-10 Looking for tips on how to work towards your overall vision while remaining productive on the frontlines The book gives you fresh ideas for balancing your managerial duties with day to day responsibilities in the academic library A compilation of ideas from noted leaders in academic librarianship this book explores a wealth of topics including budgeting human resources facilities collections and IT There is also helpful advice that will help you navigate emerging areas of librarianship such as blended librarianship cross institutional collaboration and marketing the library You will learn how to manage lead and address specific library areas all at once Practical Strategies for Academic Library Managers Leading with Vision through All Levels is ideal for current professionals with an expanded scope of responsibilities and those who have had administrative duties for some time but are looking for new techniques for being a better manager The book includes an introduction written by the editors who are both associate deans in university libraries Each chapter is written by a different expert in the field providing a rich array of approaches and perspectives

Supporting Students on the Autism Spectrum Rachel M. McMullin, Kerry R. Walton, 2019-04-23 This book will be invaluable for those in the academic library who want to understand how best to serve students on the autism spectrum and how those students can contribute to the library As a large number of students on the autism spectrum come of age and enter college increased awareness of autism spectrum disorder is necessary among those who work in academic libraries so that they can respond to and meet the unique needs of these students This book fills a scholarship gap while serving as a practical resource for working with the neurodivergent student population in academic libraries McMullin and Walton explain issues that are likely to arise when interacting with students on the autism spectrum and offer practical solutions for handling them They discuss how to work with neurodiverse students in different contexts including at service points in the classroom as employees and through outreach programs They highlight possible concerns about the physical environment of the library and demonstrate ways that the library can be an especially positive place for students with ASD Personal anecdotes from students with autism as well as library faculty and staff round out this valuable

work *Resources in Education* ,1998-04 **Peer-Assisted Learning in Academic Libraries** Erin Rinto,John Watts,Rosan Mitola,2017-07-05 Written specifically for academic librarians and library administrators this book identifies the myriad benefits of peer assisted learning exploring how the implementation of peer assisted learning benefits information literacy instruction cocurricular outreach and reference services In this era of accountability and stretched budgets in higher education librarians need to make instructional programming both highly effective and sustainable Peer assisted learning is a methodology that has long been accepted in teaching but is relatively new as applied to academic library instruction outreach and reference This book brings together the most innovative applications of peer assisted learning in these contexts explaining specific ways to apply peer assisted learning in a variety of academic library settings for maximum benefit This guidebook begins with an extensive literature review of the theoretical underpinnings of peer assisted learning and the various benefits these programs can provide academic librarians and peer mentors The bulk of the book s content is organized into three sections that address the subjects of information literacy instruction cocurricular outreach and reference services separately Each section showcases real world examples of peer assisted learning at a variety of academic institutions Through these case studies readers can fully understand the development implementation and assessment of a peer assisted learning program and librarians and administrators will see the practical benefits of enriching the experiences of student employees Practitioners will receive inspiration and guidance through chapters that discuss training activities identify lessons learned and explain the implications for further research **Teaching Reference Today** Lisa A. Ellis,2016-06-09 Reference and Information Services if it may still be referred to by this term is an evolving outreach service in libraries This is not only due to Google and the Internet but also other technological advances afford users online access to a plethora of content free and proprietary This evolution has also caused a shift in the theories and practices especially core functions and values of reference and information services as library schools seek greater alignment with practitioners and libraries on the forefront of these changes As academics and practitioners work together to educate library students on the kinds of changes happening in reference and information services they are rethinking their curriculum and assignments to incorporate real world challenges adaptive to user needs Likewise libraries may work through their regional library consortia to plan professional development workshops or training sessions to teach new skills and methods of approach required for such changing services Here s a tool for library school instructors library students professional development instructors and current librarians poised to change which specifically addresses the pedagogy of reference and information services in flux It will help answer questions such as How may we better educate a new and current generation of reference and information service professionals given the challenges they will likely encounter What kinds of assignments could be devised to better promote active learning in a transformative field like reference and information services What new approaches or theories could be applied to assist library professionals in meeting the informational needs of users **An Introduction To Staff**

Development In Academic Libraries Elizabeth Connor,2009-03 An indispensable resource for librarians of all roles the case studies in *An Introduction to Staff Development in Academic Libraries* demonstrate the necessity and value of integrating the library's mission statement and strategic plan with bold approaches to staff orientation training mentoring and development **Bibliographic Index**,2008 Rules for the Guidance of the Staff of the Brooklyn Public Library Brooklyn Public Library,1924 **Successful Campus Outreach for Academic Libraries** Peggy Keeran,Carrie Forbes,2018-09-22 In *Successful Campus Outreach for Academic Libraries Building Community Through Collaboration* Peggy Keeran and Carrie Forbes bring together a variety of ways academic libraries are engaging with their communities through outreach with creativity and the spirit of collaboration as major themes throughout As a compendium of best practices it serves as a resource for academic librarians to discover new programming ideas to learn principles of effective marketing and to help them think strategically and programmatically about outreach activities of all types Topics are presented in four sections Strategic Vision and PlanningDeveloping and Implementing Successful ProgramsCommunity Outreach The Academic Library in the CommunityBroadening Library Outreach Audiences Practitioners designing outreach programs and activities will benefit from learning about a diverse set of outreach practices from libraries **The British National Bibliography** Arthur James Wells,2009 *The University of Michigan Library Newsletter*,1997 *Library Volunteers Welcome!* Carol Smallwood,Lura Sanborn,2016-09-02 Volunteers are crucial to the daily operation of any library Finding and retaining the right people motivating them and matching their skills with projects is challenging This collection of 30 new essays brings together the experiences of numerous individuals across the U S providing ideas projects and best practices for volunteer recruiting and management The contributors among them library board members heads of special collections directors of state library associations outreach coordinators archivists and researchers discuss a broad range of topics in five sections recruitment and retention policies and process mentoring and empowering placement programs and responsibilities and outreach Cases on Establishing Effective Collaborations in Academic Libraries Piorun, Mary E.,Raboin, Regina Fisher,2022-10-07 The forming and nurturing of new partnerships and collaborations is a critical component of librarianship Academic libraries have a long history of collaboration within the library across their institutions and in their local communities However forming new partnerships can be time consuming and at times frustrating leaving important opportunities connections and projects unrealized *Cases on Establishing Effective Collaborations in Academic Libraries* presents case studies on effective collaborations in a variety of settings with different objectives staffing levels and budgets that have proven to be successful in creating and maintaining strong and productive partnerships It identifies and shares the role of the academic library in developing effective partnerships and collaborations within academia and the broader community Covering topics such as controlled digital lending research computing and college readiness enhancement this premier reference source is a vital resource for librarians and libraries consortiums university administrators students and

educators of higher education community leaders researchers and academicians
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