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Wright, L. & Lombardi, J-A. (2006). University of Wollongong Library preparing recent graduates for a professional career in librarianship.

Presented at the Asia-Pacific Conference on Library & Information Education & Practice 2006 (A-LIEP 2006), Singapore, 3-6 April 2006, Nanyang Technological University.

University of Wollongong Library Preparing Recent Graduates for a Professional Career in Librarianship


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Overview

- Recruitment issues
- Succession planning
- Seeking leaders
- UWL model overview
 - Recruitment process
 - Cadet supervision
 - Remuneration
- Introducing our Cadet
- Where to from here?

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Recruitment issues

Our regional location - Wollongong Harbour





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Recruitment issues

- Studies in Library and Information Science not offered at Wollongong
- Attracting candidates with experience



Succession planning

- Impact of baby boomers
- Gaps in the profession
- Average age of librarians





Seeking leaders

Importance of leadership skills

“If libraries are to be effective, their succession planning should encompass replacement and leadership development at all levels, not just at the top...” . (Bridgland, 2005: p105)



UWL cadetship model overview

- Encouraging new graduates
- Three year cadetship
- Job rotation
- Adaptable to new environments and situations
- Salary and benefits





Salary and benefits

- Starting salary \$34,414 to \$41,723
- Study time – 55 hours per session
- \$1,000 to assist with tuition fees
- \$250 text book allowance



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Recruitment process

- PCI test
- Interview
- Presentation
- Writing exercise



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Cadet Supervision

- Day-to-day supervision
 - Team Coordinator
- Overall supervision
 - Administration Coordinator
- Advantages of dual supervision



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Monthly Review – Lending Services - Rebecca Daly Sept 2005-February 2006			
To be completed monthly with Team Coordinator			
Key monthly goals	Performance Outcomes	Personal Attributes	Recommendation
Sept Proceed through INNOPAC training of all circulation function	Achieved expected level of competency in circulation functions including main desk, reserve & returns (holds & repairs); obtained overall responsibility for Missings process	Discussed openly with Coordinator & evidence of working within the Values & Ideal Culture apparent	More exposure to Membership; Retain overall responsibility for Missings process for duration of Lending Services time.
Oct Consolidate my skills in circulation functions	Achieved & have been reviewed as competent in all circulation functions	Evidence of having integrated the personal attributes to workplace behaviour	Commence training in Reserve. Contribute to the service desk & retain overall responsibility for Missings.
Nov Commence training in Reserve including deprocessing reserve items; Maintain overall responsibility for Missings; Begin introductory ereadings functions- scanning and cleaning	Achieved a level of competency in Reserve function equal to the level of training & practice undertaken. Developing competency in scanning and cleaning processes in ereadings	Reflects ideal culture and personal attributes through integration into the lending team.	More exposure to ereadings process- scanning and cleaning; introduction to citation creation and uploading docs to ereadings folder; Maintain overall responsibility for Missings; Postpone further Reserve training till lead-up to peak period.
Dec Continue training in ereadings: scanning and cleaning, with an introduction to creating citations and adding copyright pages. Maintain overall responsibility for Missings.	Developed an understanding of most of the basic Ereadings functions.	Continue to demonstrate the full range of personal attributes.	Finalise ereadings training period. Resume Reserve training and assistance with Session 1 processing. Maintain Missings.
Jan Wrap up ereadings tasks. Resume Reserve training and assist with processing Session 1 reserve items. Maintain overall responsibility for Missings.	Achieved a certain level of competency. Contributed to processing Session 1 Reserve items, and attained a comprehensive understanding of the service.	In this working environment I have demonstrated that I have all the personal attributes and values that contribute to the culture within the library.	Finalise period in Reserve by contributing to Session 1 processing. Finalise Missings tasks and hand over to new cadet. Tie up loose ends- anything missing from training; anything I want to review. Begin JAS placement.
Feb Handover Missings tasks and workstation to new cadet. Assist with Reserve processing in session 1.	Achieved competency in Reserve functions. Completed Missings tasks and handed over to new cadet.	Demonstrated ability to see things through to conclusion by placing the same value on them from beginning to end.	Leave lending and move to JAS. Begin training in document delivery.
Administration Coordinator _____ Cadet _____ Date _____			

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Introducing our cadet

Rebecca Daly


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Cadet Review

Question 1

Why did you choose librarianship as a career?




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Question 2

How have you found the program so far?




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Question 3

Where would you like this opportunity to take you?



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Where to from here?

- Improving the advertisement
- Ensure EEO compliance
- Budget implications



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Questions



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