Systems Librarian Interview Assignment

Basic Information

OBJECTIVES:
1. Demonstrate an understanding of the role of technology in real library and information services environments.
2. Demonstrate an understanding of the responsibilities of a system librarian.
3. Identify technology skills sets necessary for a variety of library and information services staff positions
4. Identify technology skills you need to strengthen to meet the needs for your particular career objectives.

DELIVERABLES:
- Written report on the interview and what was learned (2000-3000 words, roughly 4-6 pages)

Description

STEPS:

1. **Schedule an interview** – Consider libraries or information services in your area. Identify the systems librarian or librarian most responsible for technology issues. When you contact them, be clear that you are an LIS student and that you would like to meet with them in person for no more than 30 minutes to learn about the real-life experience of being a systems/technology librarian. Suggest two or three dates and times for them to choose from, then you can adjust the schedule if those don't work for them.
2. **Conduct the interview** – Be on time! Dress professionally. Behave politely and gratefully. Don't interrupt. Keep track of the time and DO NOT GO OVER TIME unless your subject indicates this is okay. (For example, when there are about 5 minutes left: "I am sensitive to your time and we are getting close to the end. Is there anything else you think I should know about your work and technology generally before we wrap up?") Use the Suggested Questions below to guide the conversation in order to gather all the information you'll need to meet the objectives of the assignment. Feel free to follow the conversation wherever it leads – you may discover interesting things!
3. **Write the report** – Prepare your report as if you were a journalist. You can write about the topic generally, referencing your subject as an example. Or you can write it as a report on an interview. But be sure to cover all the objectives of the assignment. Add a section at the end titled "My technology skills development needs". In this section you may write in the first person and describe what you've learned about what technology needs you need to strengthen in order to be successful in your desired career.
4. **Submit the report** – Submit the report in Moodle as a PDF or DOC/X file.

SUGGESTED QUESTIONS:

- How did you get into this field?
- How would you describe the job of a systems librarian?
- What do you enjoy most? Least?
- What does a typical day or week look like? What do you do? What do you have to think about?
- What are the most important skills for your job?
- What specific technology skills do you wish more of the general staff had?
- What kinds of issues around technology should LIS graduates know about?
- What do you wish that people knew about your job that nobody ever asks you about?