

CANBERRA COLLEGE OF ADVANCED EDUCATION

**ASSOCIATE LIBRARIAN
(PROJECT MANAGEMENT AND SYSTEMS)**

\$37782 - \$40364 PA

Canberra College of Advanced Education offers courses leading to first degrees, graduate diplomas and master degrees and equips students with knowledge and skills to fill professional roles in the fields of administration, applied sciences, communication, education, environmental design and information sciences and engineering. The College Library provides services to approximately 6,000 students and 700 staff.

The position: The Associate Librarian (Project Management and Systems) position, is a senior management position. The successful applicant would be responsible for managing the implementation stage of projects in the areas of systems, services and operations, and for participating with the Senior Management team in the strategic planning, evaluation and general management of the Library.

Experience: Extensive experience in managing automated systems in libraries is essential. This experience should include project planning, costing, budgeting, staffing, staff training, and project evaluation.

Personal considerations: Strong leadership, negotiation and communication skills are required together with an interest in innovative approaches to library management.

Qualifications: Professional qualifications acceptable to the Library Association of Australia and eligibility for Membership of the Australian Computer Society are desirable. The successful applicant should preferably also possess tertiary qualifications at a Masters Degree level in an appropriate field of study.

General information: Applicants should give personal particulars, details of qualification and experience, present position, previous appointments, telephone number during business hours and the names and addresses of three referees. Applications quoting reference number are required by 23 December 1987 and should be addressed to The Secretary, Canberra College of Advanced Education, PO Box 1, Belconnen ACT, 2616.

Further information: Please contact Mrs Lois Jennings, College Librarian, on (062) 52 2914. Ref No 872182.

The College is
AN EQUAL OPPORTUNITY EMPLOYER

**NATIONAL LIBRARY SERVICE
OF PAPUA NEW GUINEA**

Experienced and adaptable librarians, with first degrees and internationally recognised library qualifications, are required for the following senior positions. Relevant experience in a developing country is desirable but not essential.

Reader Services Librarian (LS 3) Salary K21080 plus gratuity.

The post-holder directs and controls the activities of the Reader Services Branch of the National Library. This includes the national collections of PNG materials and films, as well as reference and serials collections. Collection development and the provision of information services are important aspects of the work. A solid professional background and extensive experience in reader services work in a major library is essential.

Adviser on Government Libraries (LS 21) Salary K21080 plus gratuity.

The post-holder provides professional advice and practical assistance to over fifty government departmental libraries, as well as directing advisory services to schools and public libraries in Papua New Guinea. The successful applicant is expected to carry out advisory visits throughout the country when required, and organise training sessions. Experience in a wide variety of libraries, particularly specialised libraries, is essential.

Bibliographical Services Librarian (LS 17) Salary K19230 plus gratuity.

Reporting to the branch head — the Technical Services Librarian, the post-holder is responsible for original cataloguing of library material for the Papua New Guinea Collection and producing the *Papua New Guinea National Bibliography*. Experience as a cataloguer, and familiarity with LCSH, DDC and AACR2 is essential. An up-to-date knowledge of microcomputers and their use in the production of bibliographic databases is also required.

(KI = £0.67; US\$1.11; AUS\$1.55; NZ\$1.70; as at 21/10/87)

Conditions of service

Three year contracts are offered. Contract conditions are presently under review but new conditions, due early 1988, are expected to contain provision for gratuities, leave fares, housing and schooling allowances, and generous leave entitlements.

For application forms and further details please write to: The National Librarian, National Library of Papua New Guinea, PO Box 5770, Boroko, Papua New Guinea. Tel: 256737; Telex NE22234.

Closing date: Five weeks after publication date of advertisement.

**Partners in
Adult Learning**

staff. In September, librarians and adult educators searched for ways to support, encourage and share resources with adult learners at the Partners in Adult Learning Conference at Halls Gap in the Grampians in Victoria.

Adult learners may be participating in adult education programs at neighbourhood houses, community centres, libraries, and TAFE Colleges. They may be learning from books, friends, television, adult education courses, open learning packages, and their goals may be to develop confidence, be more organised, be better parents, learn how to use a computer or prepare for work or further education.

What kind of provision do our libraries make to follow up and assist these adults to find the books, videos, courses, advice or organisations they need?

The joint conference sponsored by the LAA and the Australian Association of Adult Education brought together people from neighbourhood houses, prison libraries, and centres of continuing education. Discussion centred on ways of contacting and working with adult learners.

Some questions for adult educators and librarians were posed: Are librarians aware of what adult education is going on in their community? Do they visit centres and arrange for adult learners to come to the library to develop their library skills? Are library skills shared in the places where people meet and learn — neighbourhood houses, shopping centres, child care centres, adult education centres? Do adult educators discuss programs, activities and ideas with librarians or do they leave items at the front desk without venturing inside the library?

The conference identified that the first step towards greater co-operation was for librarians and adult educators to join each other's professional association. For information about the Australian Association of Adult Education contact Peter Fraser (03) 654 7209.

Marian Letcher
Carringbush Regional Library

With hindsight

RMIT offered 10 part-time places to library technicians in 1987. These students were exempted from one year's study, reducing the course to six years part-time. Unfortunately, however, only five technicians stayed with the course during the year.

RMIT staff held a brainstorming session to assess reasons for the dropout and to determine areas for action. To achieve a greater retention rate in 1988 all students, not only those applying for the Graduate Diploma course, will be interviewed. There will be a meeting with the co-ordinators of three technician courses with a view to establishing links and exchanging materials. Library technician students will be streamed into library subjects immediately, rather than joining them in year two. The information technology aspects of the course and the demanding workload, some 20 hrs per week, will be highlighted in publicity about the course.

With these measures in place RMIT looks forward to receiving applications from library technicians who feel they have the stamina and the time to succeed in the course; and hopes that senior library staff will be mindful of the stresses that part-time students undergo, and aware of the important contribution these students make to undergraduate courses through their breadth of work experience.