

INFORMATION/LIBRARY SCIENCES

What can I do with this degree?

AREAS

ACADEMIC LIBRARIES

Service to Faculty and Students
Reference
Circulation
Technical Services
 Acquisitions
 Cataloging
 System Automation
 Indexing/Abstracting
 Archives
Serials Management
Manuscripts
Access/Outreach
Music
Metadata
Web Design/Maintenance
Digital Files
Digital/Paper Preservation
Government Documents
Special Collections
Media Services
Teaching
Administration/Management
Research Support
Cartographic Information Specialist
Publishing
Bibliographic Support
Local Area Network Manager
Electronic Services
Prospect Research
Collection Development
Instructional Technology
Audiovisual Materials
Information Literacy

EMPLOYERS

Universities and colleges
Junior and community colleges
Specialized academic programs e.g., seminaries,
optometrist programs

INFORMATION/STRATEGIES

Academic librarians may work one-on-one with students and faculty, teach and present seminars, or work in technically-oriented positions such as systems design or database management.
Any bachelor's degree in liberal arts is good preparation. Classes in communications, business/management, computer science and statistics can be helpful.
Related undergraduate subject degree is useful when working with particular specialties such as art or agriculture.
Develop excellent computer skills.
Gain experience in business and management to work in administration.
Work part-time in a college or university library to gain relevant experience.
Earn a master's degree in library or information sciences from a program accredited by the American Library Association (ALA).

AREAS	EMPLOYERS	INFORMATION/STRATEGIES
<u>SCHOOL LIBRARIES AND MEDIA CENTERS</u> Teaching Administration Technical Services Administrator (school system level)	K-12 schools Public and private Public school districts	School librarians or media specialists may help teachers develop curricula, prepare lesson units, team teach or provide staff development. Many states require a master's degree in library science and some require a specialty certification or an educational endorsement. Some states also require teaching certification or student teaching in a library/media center. Work or volunteer experience related to children and teaching is useful. Become adept with various technologies and develop strong computer skills. Learn to work both independently and with groups.
<u>PUBLIC LIBRARIES</u> User/Reader Services Reference Information and Referral Services Youth Services Children Young Adults Special Collections Technical Services Acquisitions Serials Management Collection Development Cataloging System Automation Archives management Web Development/Maintenance Special Collections Administration Genealogical Research	Central libraries Library branches Library services to jails, retirement homes, nursing homes, hospitals, senior centers, etc.	Some librarians specialize in a particular subject area, such as government collections or technology, or a particular type of materials, such as maps or photography, or with a special population. Creativity, a flair for drama, and an enjoyment of children are important for those working in youth services. Courses in child development and psychology are helpful in this field. Develop a broad liberal arts background and earn a master's degree in library or information science from an ALA accredited program. Develop strong computer skills and learn to enjoy working with new technology.

AREAS	EMPLOYERS	INFORMATION/STRATEGIES
<u>SPECIAL LIBRARIES AND INFORMATION CENTERS</u> Indexing/Abstracting Competitor Intelligence Strategic Information Knowledge Management Records Management/Archives Information Architecture Document Design Information Management Usability Digital Preservation E-mail Management Hypermedia Visual Resources Reprography Grey Literature Antiquarian Books	Large hospitals Medical schools Law firms Law schools Bar associations Large corporations Industrial and scientific collections Research labs Local, state and federal government agencies Nonprofit organizations Public libraries Colleges and universities Art schools Museums and art institutions Prisons Galleries Historical societies Publishing houses Advertising and public relations agencies News organizations and electronic media Picture services Motion picture studios Television stations Trade and professional associations	Special collections librarians generally have interests, skills, and knowledge related to the collection and may work with a particular population in special libraries, e.g. lawyers or doctors. Most positions require a bachelor's degree in a field related to the collection topic, e.g. business, science, art, etc. Some require a graduate degree in the field. Many law librarians have a Juris Doctor (law degree). Knowledge of foreign languages may be required in certain fields. Develop skills in research and a solid background in information technologies. Earn a master's degree in library or information science from an ALA accredited program.
<u>INFORMATION SERVICES</u> Research Indexing/Abstracting Online Retrieval Information Architecture Programming Database Management	Information service agencies Outsourcing companies Research centers Large corporations Self-employed Consulting Freelance editing Research	Information services professionals provide research and services to corporations, writers or individuals needing information or references on a particular subject. Expertise in an industry or subject area may be helpful. Supplement undergraduate curriculum with courses in business to gain an understanding of marketing principles. Develop excellent research, writing and organizational skills.

AREAS	EMPLOYERS	INFORMATION/STRATEGIES
<u>INFORMATION SYSTEMS/TECHNOLOGY</u> Design/Development Management/Operation Database Administration Computer Support Network Administration Programming Systems Analysis Web Development/Maintenance Training Reprography Information Architecture Digital Preservation Privacy Regulation	Libraries Public, academic and special Data processing centers Corporations Research centers Government Universities	Professionals involved in information systems help organizations with the storage, retrieval, and management of records or information and support information technology in an organization. An undergraduate degree in management information systems (MIS) or computer science is the preferred background before earning a master's in information science. Build a strong computer background in programming skills using several languages, various operating systems, database management, software and networks. Increase employment opportunities through product-related certification or by earning Certified Computing Professional (CCP) status conferred by the Institute for Certification of Computing Professionals. CCP's must pass an examination and meet various requirements. Gain related experience through internships, co-ops or part-time employment. Develop excellent written and oral communication skills. Learn to work well with both technical and non-technical staff.
<u>ELECTRONIC PUBLISHING</u>	Database producers Distributors of electronic publications, e.g. business firms, universities, nonprofit organizations, professional associations, etc. Electronic publishers Self-employed	Electronic publishers or publishing professionals create and distribute publications in electronic form. Develop writing skills through classes in English, journalism or technical writing. Learn advanced website design and programming.

GENERAL INFORMATION

- Qualifications important to the field include the ability to work well with people, good written and oral communication skills, intelligence and curiosity, research and computer skills, an eye for detail and a general love of learning are also essential.
- Understanding trends in media, computers/technology, Internet, and publishing is important to success in the profession.
- Virtually any undergraduate degree can offer good preparation for ALA accredited graduate programs.
- Maintain a high grade point average in undergraduate work and work on gaining strong recommendations from faculty.
- Work in campus or community libraries part-time or during the summers to gain exposure to the library environment.
- Supplement undergraduate curriculum with courses in communications, media, business or technology. Some areas of information or library sciences may require bachelor's or master's degrees related to the job environment.
- Choose master's degree programs in library or information science that are accredited by the American Library Association to maximize employment opportunities.
- Currently, most library science professionals work in school, public, and academic libraries, but employment opportunities are growing most for information specialists in settings such as corporations, consulting firms and information brokers and in environments involving Internet-based information.
- A doctorate, either Ph.D. DLS, or DA may be required for research and university teaching in library and information science programs or to reach the highest levels of library administration.