

SUPERVISING STUDENT EMPLOYEES IN ACADEMIC LIBRARIES

David A. Baldwin

Supervising Student Employees In Academic Libraries

Michael D. Kathman



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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

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

Managing Student Workers in Academic Libraries Michael D. Kathman, Jane McGurn Kathman, 1983 **Managing Student Workers in College Libraries** Michael D. Kathman, 1986 *Managing Student Employees in College Libraries*

,1994 A survey of 150 college libraries focusing on policies and procedures the employment dismissal process orientation and training and supervision and performance reviews *Libraries and Student Assistants* William K. Black,1995 Contributors from various disciplines examine conflicts in ethical issues related to elder abuse and suggest ways to address these differences and initiate moves toward consensus They review three cases of mistreatment from the perspectives of medicine social work law religion and ethics and identify ethical values and dilemmas touching on subjects such as autonomy legal competence and community based multidisciplinary care Of interest to social workers and health professionals Annotation copyright by Book News Inc Portland OR

Mentoring & Managing Students in the Academic Library Michelle Reale,2013-07-26 Most academic libraries could not operate without a host of part time student workers But employing students is different from filling a professional position with an experienced worker often their library employment will be their first job experience Since many student positions make them the public face of the library effective mentoring of such student employees is vital In this book Reale explores the challenges and opportunities involved in recruitment Her guide Shows how a library job can be more than just employment teaching students important responsibilities and life skills Covers the entire scope of a student s tenure at an academic library from bringing new hires on board and training them to disciplining student employees and the unpleasant but sometimes necessary task of firing Offers mentoring advice for helping students navigate the cultural contrasts irregular hours and other day to day issues faced by young people away from home for the first time With Reale s guidance supervising academic librarians can effectively mentor students while maintaining an enjoyable productive workplace that functions efficiently in support of the institution

International Students and Academic Libraries Diane E. Peters,2010-04-12 The growing emphasis on globalization in the context of higher education has resulted in changes in academic curricula increasing numbers of global partnerships and in more concentrated efforts to recruit international students at North American universities This book focuses on the impact of these efforts on academic libraries The introductory essay addresses issues faced by both international students and by librarians who work with them The student related issues include general culture shock communication and language concerns learning styles differences between libraries in North America and those in other parts of the world and library anxiety Library related issues include responding to language technological and cultural barriers responding to specific culture based concerns classroom communication outreach and staff training Suggestions are offered as to ways to make the relationship between students and librarians more positive and productive The annotated bibliography provides an overview of the literature on the topic covering such issues as basic library orientation bibliographic instruction information literacy collection development computers and the internet language and communication marketing and outreach reference services and staff development and training including staff exchanges and international visits Author and subject indexes are appended

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