



Public Library: Digital Literacy

Competencies

1. Understand the public library sector and the policies, issues and trends that impact on digital literacy.

(e.g. developments in community values; local government policy; LIS profession; digital literacy; early childhood literacy; ethical and legal issues...)

2. Understand the principles and practices related to providing information services to meet the community's needs.

(e.g. reference services; information access; document delivery, ...)

3. Know and understand the importance of reading among all members of the community and actively promote and support programs for members of the community with identified literacy needs.

(e.g. analysis of information about literacy levels in the community, community engagement and consultation on literacy, engagement with other organisations such as schools, community language collections, book clubs, reading challenges,

4. Understand the management of public library resources in a broad range of formats.

(e.g. collection development and management; electronic licensing; copyright; digital repositories; digitisation of collections; cataloguing; classification; metadata...)

5. Know and understand the application of leadership, finance, communication, marketing and management theory and techniques.

(e.g. strategic planning; organisational policy, planning and decision making; financial management; marketing and public relations; review and evaluation of library services; human resources planning and management...)

6. Know, understand and use current technology and systems to manage all forms of information.

(e.g. library systems; web management, network management; mobile technologies, database creation and management; authentication and authorisations; content management; learning management systems...)

7. Understand the importance of digital literacy across the community, and assist in its development.

(e.g. technological profile of your community and its implications; cybersafety; intergenerational programs, senior computing; social media and gamification training...)

8. Maintain currency of professional knowledge and practice.

(e.g. participation in professional organisations; attending formal conferences and workshops; participating in informal workplace learning activities; research and publishing in LIS...)