

PROUDLY SPONSORED BY



# LIS EDUCATION HANDBOOK 2016

Your guide to qualifications and professional development  
in library and information sciences.



Australian Library and  
Information Association

## A NEW PATHWAY TO LIBRARIAN

With the majority of professional librarianship programs being offered at post-graduate level, you might wonder why Box Hill Institute recently chose to offer an undergraduate program. The answer has several elements. We know that several universities offer excellent online programs at undergraduate level, so the demand for undergraduate level study is evident. But not every student is comfortable with the online learning style.

Box Hill Institute's new Bachelor in Library & Information Management course is delivered face-to-face in the classroom, not via distance or online learning models. The decision to offer the degree this way was the result of feedback from potential students who didn't have the background or prerequisites to enter a post graduate program, and preferred classroom delivery. It was also evident that the convergence of roles in library settings was putting pressure on VET Library and Information Services (LIS) Diploma qualified Library Technicians seeking to upskill to Librarian.

Box Hill Institute's degree was designed to cover the ground of the Library Technician course in an academic style for its first year, before building on that to provide the additional Information and communications technology (ICT), networking, web skills and managerial subjects, plus Library and Information Management knowledge.

High performing LIS Diploma Graduates gain entry to second year, but acknowledging the different emphases of diploma and degree study, the Institute has a well-resourced program of academic support services to give Diploma Graduates the academic study and writing skills needed to succeed.

The first year of the degree course provides an undergraduate approach to the core knowledge areas of Library Technician and adds two business subjects.

The second year continues the three streams of Information Resources and Users, Information Organisation Systems and Infrastructure, and Information Management Contexts and Services Management.

A fourth stream of Information and Communications Technology is also added, containing Systems Analysis, Database Management and Website Creation.

The final year of the degree widens the scope to address current issues and research in Information Management, Records and Knowledge Management, Professional Ethics, Services Management and Cultural Heritage Conservation. A capstone project brings the major elements of disciplinary study together in a real world project.

As a newly-created degree, Box Hill Institute took the opportunity to design it with a view to supporting current professional practice and anticipated future directions for delivering and managing information services. The degree program is offered at Box Hill Institute's Melbourne CBD campus in Flinders Lane.



# LIFELONG LEARNING FOR A BRIGHT FUTURE

Welcome to the 2016 edition of the ALIA LIS Education Handbook. In these pages you will find details of the ALIA accredited courses run by higher education and vocational education training providers across Australia. These courses provide new LIS students with a gateway to their career and experienced professionals with opportunities for advancement.

ALIA accreditation means that courses have passed a rigorous assessment by senior leaders from the profession. Course accreditation is a quality assurance guide for students seeking the best educational outcomes.

With the right qualifications, you will be in demand from employers seeking intelligent, skilled, adaptable recruits, equally at home in print and digital environments.

The courses listed in this guide are those with a current accreditation from ALIA at the time of publication. To confirm accreditation status at anytime visit the ALIA website.

We recommend you contact course coordinators listed on the ALIA website to seek information about any course in which you are interested, as each course has its own emphasis and fee structure. For study modes and entry requirements, check the institution's website.

ALIA also strongly encourages LIS professionals to consider undertaking post doctoral studies and research.

In addition to formal qualifications, we believe there is a critical need for commitment to lifelong learning for everyone at all levels of our profession. The Certified Professional level of ALIA membership supports members who choose to formalise their commitment to ongoing learning through membership of the ALIA PD Scheme. ALIA has introduced subject Specialisations as an extension to the ALIA PD Scheme. Members are able to demonstrate their specialised knowledge by focusing their learning using subject-related competencies. Current specialisations available are: Research/Academic/ Data, Health, Public Library, Schools and Government, with more planned.

Visit our website for more information about formal qualifications, top up training and career-long learning.

JUDY BROOKER  
Director of Learning



Australian Library and  
Information Association



## YOUR ALIA CONTACTS

### Judy Brooker

Director of Learning  
pd@alia.org.au

### Kate Bunker

Librarian, ALIA Education, Research and Policy  
education@alia.org.au  
pd@alia.org.au

### Kirrin Sampson

ALIA Training Manager  
kirrin.sampson@alia.org.au

### Contact ALIA

Phone: 02 6215 8222 or 1800 070 021  
Email: enquiry@alia.org.au  
www.alia.org.au

## MASTER OF INFORMATION MANAGEMENT

Apply now to study in 2017.

As the only qualification of its kind in SA, the Master of Information Management is professionally recognised by the Australian Library and Information Association (ALIA), preparing you to work in unique data management roles across a range of industries.

Study on campus or online and be taught by highly engaged academics using the most recent practical applications of theory in this field.

Join Australia's University of Enterprise.  
[unisa.edu.au/infomanagement](http://unisa.edu.au/infomanagement)



University of  
South Australia

309577\_CIRCOS PROUDER NO. 00121B

# UPDATES ON ALIA EDUCATION POLICIES AND QUALIFICATIONS

This year the Australian Library and Information Association (ALIA) has undertaken a number of first accreditation and reaccreditation processes for Diploma, Bachelor, Post Graduate Diploma and Masters Courses. ALIA's education policies form the basis of the course accreditation process; these policies are regularly reviewed and updated. ALIA has been working with allied field associations, the Australian Society of Archivists (ASA) and Records and Information Management Professionals Australasia (RIMPA) on the development of a 'Foundation Knowledge, Skills and Attributes for information professionals working in archives, libraries and records management' policy. This new policy reflects the convergence in skillsets and attributes sort by employers.

The policy on Teacher Librarian qualifications has also been recently reviewed and updated by ALIA and the Australian School Library Association (ASLA) and supports the content of Teacher Librarian Masters Courses.

The Library and Information Sector Core Knowledge, Skills and Attributes policy is also part of the assessment process and continues to provide an additional Library and Information Science focus and forms the basis for the content of the vocational Diploma of Library and Information Services. Policies can be found on the ALIA website at <http://bit.ly/2ddArHi>

At the beginning of 2016 the Library Technician qualification, the Diploma of Library and Information Services was updated to BSB 52115 reflecting the move to a Business Services training package and the inclusion of more digital skills. This transition

will be undertaken by training providers over the next 12 months. In 2015, the Federal Government introduced a new model for developing and maintaining training packages with the creation of Industry Reference Committees (IRCs). Judy Brooker, ALIA Director of Learning represents the Library and Information Services Sector on the new Business Services IRC.

The Federal Government has also recently made changes to vocational education and training student funding with the introduction of the VET Student Loans Scheme from 1 January 2017. The Minister also announced that the current VET FEE-HELP scheme will cease on 31 December 2016. ALIA is very pleased that from the previous 800 Diploma courses supported by the old scheme, the Diploma of Library and Information Services is among the remaining 347 eligible courses chosen for the new scheme.



Empower people by connecting them with information.

Master of Information Science (Library and Information Practice)

Study online at QUT and graduate in just 1 year with an accredited Graduate Diploma in Information Science.

QUT's Master of Information Science majoring in Library and Information Practice has been designed to provide a dynamic, rich and stimulating learning experience that will help you to develop the skills, knowledge and attitudes you'll need as a contemporary library and information professional.

Innovative, flexible approaches to teaching and learning allow you to balance study with your other commitments. Study online, face to face, or a mix of both.

To find out more, visit [www.qut.edu.au/study/study-areas/study-information-technology](http://www.qut.edu.au/study/study-areas/study-information-technology)

**Holger Aman**

Masters of Information Technology (Library and Information Science)

QUT is known as a leader in the field of Library and Information Studies. The teachers at QUT encouraged my passion and equipped me with the abilities and attitudes necessary to achieve my professional goals and make a difference.



a university for the **real world**®

CRICOS No.00213J

# LIS EDUCATION, SKILLS AND EMPLOYMENT TREND REPORT

ALIA has issued the third annual ALIA LIS Education, Skills and Employment Report. The report provides students, educators, employees and employers with an understanding of the national landscape, and the Association with data we need to help inform our approach as the sector's peak professional body.

This 2016 report updates some of the statistics in the previous publications, using the latest figures from the Department of Education and the Department of Employment. It includes new information, particularly in the areas of higher education and job vacancies.

## KEY FINDINGS

In 2016, there were 26 institutions delivering 41 ALIA accredited courses around Australia. In addition, there were VET (Vocational Education and Training) providers offering Certificates II, III and IV in library and information studies. This represented a slight increase over the previous year but it was noted that eight higher education courses would not accept intakes in 2017 and two institutions would cease to offer LIS courses altogether.

There were 4,080 students enrolled in LIS courses in 2014 — a 10% decrease on 2013 figures — with 25% in higher education and 75% in VET. Of these 4,080 students, 2,663 were enrolled in ALIA accredited courses leading to professional membership of the Association. The most popular qualifications were the Master's degree in higher education and the Diploma in the VET sector.

The number of LIS students enrolled in higher education courses remained constant for the three years 2012–2014. In the VET sector, there was a decline of 14% over the same period.

Over the five years from November 2010 to November 2015, there were 43.5% fewer Librarian positions in the workforce; 16.3% fewer Technician positions, and 12.4% fewer Library Assistant positions. Looking ahead to 2020, the Department of Employment predicted no further loss of Librarian positions, a 4.8% increase in Technician positions and a drop of 27.6% for Library Assistant positions.

More than two-thirds of Library Assistants worked part-time (69%), more than half of Technicians (54%) and more than a third of Librarians (39%). The unemployment level for Librarians and Technicians was below average compared with other occupations, while the level for Library Assistants was above average. The top three states in terms of the number of job opportunities were New South Wales, Victoria and Queensland.

Using 2013 data, Librarians, Technicians and Library Assistants had significantly higher education attainment compared with people employed in all occupations in Australia. For example, some 60% of Librarians had a Post Graduate or Graduate Diploma or a Graduate Certificate, compared with 9% for all occupations.

As well as library and information service delivery positions, there were also approximately 1,000 jobs working for the Australian vendors who supply library and information related products.

## OUR INTERPRETATION

Library and information science is an occupation with a relatively small, highly qualified workforce (representing approximately 0.2% of the Australian labour force) and an equally small education footprint (approximately 0.2% of VET students and 0.1% of higher education students).

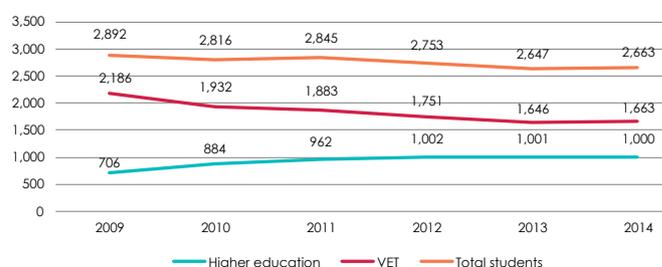
Although the LIS workforce is small, our sector has significant reach and profile because millions of Australians use library services. More than 8.6 million Australians are registered public library users (source: National and State Libraries Australasia statistics) and still more use university, VET, special and school libraries.

The library and information sector remains an attractive proposition. It has a higher average age for workers, many of whom benefit from the option of part time flexible working. However, the workforce tends to be fairly static, with a relatively small number of vacancies occurring through staff turnover, people leaving the sector and the creation of new positions. The full impact of Baby Boomer retirement has yet to be felt, with people staying longer in the workforce.

There will be a modest increase in the number of qualified positions available over the next five years, but a significant decrease in the number of positions for staff without a library and information science qualification. Changes to ALIA's professional development program in the lead up to 2020 will reflect the need for Certified Professional status in many parts of the sector.

For the full report visit: ([bit.ly link to http://bit.ly/2dtMqSN](http://bit.ly/2dtMqSN))

Figure 5: Number of students enrolled in ALIA accredited LIS courses



Source: ALIA, Department of Education, NCVET



## CONNECT WITH ALIA

There are so many ways to stay connected and informed.

### ENEWSLETTERS

Stay up to date with everything happening in the industry and with ALIA by subscribing to *ALIA Weekly*.

*RecruitLIS* is the most comprehensive collection of LIS job vacancies across Australia delivered to your inbox every week.

If you are looking for ways to broaden your knowledge, *PD Postings* is a great place to find a current list of professional development opportunities every month.

Want to know what is happening in public libraries? Subscribe to *ALIA PubNews* for the latest news and information.

### CONTACT US

Freecall 1800 020 071 or email [enquiry@alia.org.au](mailto:enquiry@alia.org.au)

### SOCIAL MEDIA



[facebook.com/ALIANational](https://facebook.com/ALIANational)



[youtube.com/user/ALIANationaloffice](https://youtube.com/user/ALIANationaloffice)



[twitter.com/ALIANational](https://twitter.com/ALIANational)



[linkedin.com/company/australian-library-and-information-association](https://linkedin.com/company/australian-library-and-information-association)

## Education for 21<sup>st</sup> century libraries



**Diploma of Library and Information Services**  
BSB52115



**Certificate IV in Library and Information Services**  
BSB42115



**Certificate III in Library and Information Services**  
BSB31215



**Certificate II in Library and Information Services**  
CUA20515

Already qualified? Develop your skills by undertaking individual units from any of our courses.  
Experienced with no qualification? Talk to us about Recognition of Prior Learning

Download our free guide to attracting, upskilling and retaining 21<sup>st</sup> century library staff.

go to <http://learn.ltsa.edu.au/alia17>



[www.ltsa.edu.au](http://www.ltsa.edu.au)  
1300 17 15 60



RT0 ID: 32275



# ALIA ACCREDITED COURSES IN LIBRARY AND INFORMATION SCIENCE

## LIBRARIAN AND INFORMATION SPECIALISTS

INSTITUTION	COURSE	*AVAILABLE ONLINE/DISTANCE LEARNING MODE
<p><b>Charles Sturt University</b> macarroll@csu.edu.au</p>	<p><b>Bachelor of Information Studies</b></p> <p>The Bachelor of Information Studies at Charles Sturt University course is designed to produce graduates with a critical understanding of the importance of information and knowledge management across a wide range of fields and institutions. The degree is an entry point to the information professions providing graduates with an in-depth understanding of the creation, evaluation, collection, organisation, utilisation and dissemination of information in the contemporary world. It provides opportunities to specialise in librarianship, Records and Archives Management and Information and Knowledge Management. Delivered totally online, the Bachelor of Information Studies is delivered in an environment which supports the need for flexibility in the 21st century without compromising quality. The degree provides a range of practical experiences to support student learning. CSU's School of Information Studies (SIS) is one of the world's largest providers of education for the information professions internationally and has been educating and researching in the Information and Library Studies field for more than 40 years.</p>	
	<p><b>Master of Information Studies</b></p> <p><i>Early exit with ALIA accredited Graduate Diploma available</i></p> <p>The Master of Information Studies at Charles Sturt University is designed to prepare leaders for the information professions in a range of fields including librarianship, leadership, children's librarianship, community informatics, information architecture, information and knowledge management, data management and records and archives management. The degree offers a wide ranging choice of electives within these fields, a flexible learning environment and practical experiences aimed at supporting learning. Students can complete the Master's program or may choose to graduate with a Graduate Diploma. Delivered totally online, the Master of Information Studies is delivered in an environment which supports the need for flexibility in the 21st century without compromising quality. The degree provides a range of practical experiences to support student learning. CSU's School of Information Studies (SIS) is one of the world's largest providers of education for the information professions internationally and has been educating and researching in the Information and Library Studies field for more than 40 years.</p>	
<p><b>Curtin University</b> k.greenhill@curtin.edu.au</p>	<p><b>Bachelor of Arts (Librarianship and Corporate Information Management)</b></p> <p>This degree offers educational preparation for the professions of librarianship, corporate information management and archives. Applications from library technicians are encouraged. They are evaluated on academic excellence and experience, and these students are currently given the equivalent of one year's advanced standing.</p>	
<p>p.joseph@curtin.edu.au</p>	<p><b>Graduate Diploma in Information and Library Studies</b></p> <p>This course is for graduates in non-information studies disciplines who wish to gain a professional level qualification in the field of librarianship. Students are introduced to professional principles, attitudes and practice.</p>	
	<p><b>Master of Information Management</b></p> <p>This course will provide graduates from a non-information studies discipline with a first professional qualification in Information Management, or can be used to upgrade previous information studies qualifications. Areas of study include librarianship, corporate information management, archives, intranet content management and information literacy. The course can also provide a pathway to a PhD.</p>	

---

**Monash University**

steven.wright@monash.edu

**Master of Business Information Systems***Early exit with ALIA accredited Graduate Diploma available*

The MBIS is a coursework program offering advanced studies in library and information services, information management, electronic recordkeeping and archiving, and related information technology disciplines including knowledge management, business intelligence, business systems, business application development and enterprise systems. If studied full time, the MBIS takes four semesters to complete; students have a maximum of six years to complete this course. It is offered at Caulfield campus or via online mode. Students may elect to enrol in the MBIS but take an alternative exit with a Graduate Diploma of Information and Knowledge Management. The GradDiplKM is also designed to meet the requirements for professional accreditation from ALIA. There are different structures for (a) librarians and related information professionals and (b) records managers and archivists. If studied full time, the GDIKM takes two semesters to complete; part time study is also available.

---

**Queensland University of Technology  
(Gardens Point)**

kate.davis@qut.edu.au

**Master of Information Science (Library and Information Practice)***Early exit with ALIA accredited Graduate Diploma available*

In this course, you will explore the interrelationships between information, technology and people and develop the specialist skills knowledge and attitudes needed by contemporary information professionals. You will learn how to design, plan, implement, manage and evaluate information services to meet the needs of clients. You will also learn about the management, curation and preservation of information artefacts, as well as the applications of emerging technologies in information practice. This degree is designed to suit your busy lifestyle. Our flexible approach to teaching allows you to study online or face-to-face, or a mix of both. A blend of on-campus classes, online classes, and class recordings provide you with options for how, when and where you engage with unit material.

---

**RMIT University**

paul.mercieca@rmit.edu.au

**Master of Information Management***Early exit with ALIA accredited Graduate Diploma available*

The Master of Information Management (with an exit point for the Graduate Diploma in Information Management) is designed to produce accredited professionals in the library and information industry. You will be equipped with the skills to manage, organise, create, preserve and analyse information for such environments. The program has a strong emphasis on practical and managerial skills for immediate application. You can study both on campus and online and graduates will be able to operate globally with an internationally recognised qualification.

---

**University of South Australia**

diane.velasquez@unisa.edu.au

**Graduate Diploma of Information Management****Master of Information Management**

The Master of Information Management is a two year degree, designed with strong industry support, and will prepare graduates for taking an entry level position in the information management profession. There is a melding of theory and practice in the degree so that students have the opportunity to see how a professional degree works before they enter the work force. This course has been designed for graduates to be 'industry-ready' and includes research plus an industry placement to equip you with the skills, knowledge, and abilities to enter the profession at an entry level librarian position. The current degrees offer Commonwealth supported fees.



## STUDY WITH AUSTRALIA'S LEADING PROVIDER OF INFORMATION AND LIBRARY STUDIES

Charles Sturt University's (CSU's) School of Information Studies educates more than half of Australia's librarians and information professionals\*.

With more than 40 years' experience in library and information science education, we offer degrees in Teacher Librarianship, Audiovisual Archiving and Information and Library Management. These courses are designed with industry in mind and are recognised by the Australian Library and Information Association (ALIA), the Australian Society of Archivists and Records and Information Management Professionals Australasia (RIMPA).

**If you're looking to advance your career and upskill, CSU is offering new and exciting online Information and Library Studies courses in 2017 including:**

- Graduate Certificate in Data Management
- Master of Information Leadership
- Master of Information Studies - new Data Management specialisation

Pursue your passion and build on your knowledge and experience with CSU.

Find out more:

[www.csu.edu.au/courses/library-information-studies](http://www.csu.edu.au/courses/library-information-studies)

---

 1800 334 733

 [facebook.com/charlessturtuni](https://facebook.com/charlessturtuni)

 [twitter.com/charlessturtuni](https://twitter.com/charlessturtuni)

\*2014 national data HEIMS student data collection.  
The Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) Provider Number for Charles Sturt University is 00005F. © Charles Sturt University, 2016. F5035

**University of Technology Sydney**

bhuva.narayan@uts.edu.au

**Graduate Diploma in Digital Information Management**

The Graduate Diploma in Digital Information Management is an articulated program designed to produce information professionals able to create and manage information which is increasingly in digital formats. It also examines strategies and practices for the delivery of knowledge services for both organisations and communities in the 21st century. In this course, graduates gain an understanding of the relationship between individuals and information and knowledge practices.

**Master of Digital Information Management**

The Master of Digital Information Management is part of an articulated program designed to produce information professionals able to create and manage information which is increasingly in digital formats. It also examines strategies and practices for the delivery of knowledge services for both organisations and communities in the 21st century. The program equips graduates with a deep, theoretically informed understanding of how knowledge and information are created, represented, communicated and used by individuals and groups both online and in the physical world. In addition, students develop the technical and project management skills needed to design, build and manage online information resources such as websites and digital repositories. Students gain an understanding of contemporary issues, trends, innovations and forces for change in information practice; of ethical practice and the ability to operate with integrity, rigor, self-reliance and cooperation in professional contexts.

**Choose a library course that works for you**

At TAFEnow, our courses are built around you: your schedule, your goals and your career.

**Diploma of Library and Information Services (CUL50111)**

- » Start anytime
- » Delivered flexibly online 24/7
- » Study at your own pace – when and where you like
- » ALIA Gold level accreditation




**We also offer:**

- Certificate II in Information and Cultural Services (CUL20111)
- Certificate III in Information and Cultural Services (CUL30111)
- Certificate IV Library, Information and Cultural Services (CUL40111)

 For more information visit [tafenow.com.au](http://tafenow.com.au) or call **1300 823 366**.

works for me Legal Name: TAFE NSW – North Coast Institute RTO Code: 90010



## TEACHER LIBRARIANS

INSTITUTION	COURSE
<p><b>Charles Sturt University</b> macarroll@csu.edu.au</p>	<p><b>Master of Education (Teacher Librarianship)</b></p> <p>This course is designed to create information specialists who are dynamic leaders, skilful collaborators, and informed educators who value the importance of evidence-based principles to support professional practice. It meets the needs of teachers who wish to become teacher librarians, and practicing teacher librarians seeking a full specialist qualification in teacher librarianship. Delivered totally online, the Master of Education (Teacher Librarianship) is delivered in an environment which supports the need for flexibility in the 21st century and provides a range of practical experiences to support student learning. CSU's School of Information Studies (SIS) is one of the world's largest providers of education for the information professions internationally and has been educating and researching in the Information and Library Studies field for more than 40 years.</p>
<p><b>Queensland University of Technology (Faculty of Education, Kelvin Grove)</b> h.hughes@qut.edu.au</p>	<p><b>Master of Education (Teacher- Librarianship)</b></p> <p>This course develops expert skills and knowledge in contemporary teacher librarianship, including inquiry and connected learning curriculum approaches, promotion of reading and multimodal texts, learning space design, library management and professional leadership. You will use new technologies to curate, communicate, collaborate and create information in order to practice as highly accomplished and innovative school leaders.</p>



## BACHELOR DEGREE IN LIBRARY AND INFORMATION MANAGEMENT

- > A strong focus on current industry needs
- > Full and part time on-campus delivery
- > Melbourne CBD, day and evening classes
- > Recognition of prior learning
- > Industry links and placement

Tailored industry courses include:

- RDA • Archives • Cataloguing
- Preservation • Digitisation

1300 269 445

boxhill.edu.au

RTO: 4687 CRICOS: 02411J

## LIBRARY TECHNICIANS

Note: Certificates III and IV in Library and Information Services offered in relation to the following programs are not ALIA-accredited.

INSTITUTION	COURSE
AUSTRALIAN CAPITAL TERRITORY	
<b>Canberra Institute of Technology</b> andrew.shiells@cit.edu.au lisa.tidy@cit.edu.au	<b>Diploma of Library and Information Services</b> Learn to manage, organise and access Information and cultural material. This program provides the knowledge and skills required by Library Technicians for the effective organisation and management of information to suit customer access needs. It prepares you to work in an information agency or library in an increasingly digital technological environment.
NEW SOUTH WALES	
<b>TAFE NSW Hunter Institute</b> jennifer.banville@tafe.nsw.edu.au	<b>Diploma of Library and Information Services</b> Hunter TAFE offers library courses for people who want to work in middle-level jobs in a library, school or other public information agencies. Enrol in this Library Technician training to learn how to organise, maintain and promote library collections and books. You'll acquire skills in education, searching databases, using cataloguing tools and multimedia and in assisting clients with the material and information they need through research and analysis. Issues relevant to the library and information industry in Australia are also taught.
<b>TAFE NSW Illawarra Wollongong</b> robert.thomson24@tafensw.edu.au Rob Thomson 02 4229 0726	<b>Diploma of Library and Information Services</b> This BSB52115 qualification reflects the role of individuals with a sound theoretical knowledge base who use a range of specialised, technical or managerial competencies to plan, carry out and evaluate their own work or the work of a team. They may provide leadership and guidance to others with some responsibility for the output of others.

## Library and Information Studies



- > State of the art facilities including simulated library space
- > Experienced staff with specialist skills from all types of libraries
- > Flexible learning options including online, in-class, and blended classes
- > Pathways to Charles Sturt University

### Our Courses

Diploma of Library and Information Services (BSB52115)

Certificate IV in Library and Information Services (BSB42115)

Certificate III in Library and Information Services (BSB31215)



### Contact us

Jo-Ann Bathurst  
 jo-ann.bathurst@tafensw.edu.au  
 Phone: (02) 9217 3384



**TAFE NSW North Coast Institute**

susan.wills@def.nsw.edu.au

**Diploma of Library and Information Services**

This fully online course focuses on contemporary issues and the skills required in a modern library. It is facilitated by experienced teachers and practising librarians and technicians. As well as gaining hands-on library skills using a library management system and library databases, participants will also learn how to research and analyse information according to guidelines and extend their own information literacy skills. Enrolments are accepted at any time in this self-paced course. This newly updated qualification is from the Business Services Training Package BSB52115 and is recognised nationally. This course is subsidised by the NSW Government (conditions apply).

**TAFE NSW Sydney Institute**

jo-ann.bathurst@tafensw.edu.au  
Jo-Ann Bathurst 02 9217 3384  
julie.barkman@tafensw.edu.au  
Julie Barkman 02 9217 3182

**Diploma of Library and Information Services**

Sydney TAFE is centrally located near the Sydney CBD and has a large dedicated teaching space, with six classrooms all equipped with computers and a simulated library. Flexible study options are available - classroom, online or a blend of both. By completing the Diploma you will obtain skills in organising, maintaining and marketing library collections and assisting clients with their information needs through research and analysis. We include up to date training in the use of integrated library management systems, social media, digital collections and webpage maintenance.

**TAFE NSW Western Institute**

Matthew.jones@tafensw.edu.au

**Diploma of Library and Information Services**

This qualification (BSB52115) reflects the role of individuals with a sound theoretical knowledge base who use a range of specialised, technical or managerial competencies to plan, carry out and evaluate their own work or the work of a team. They may provide leadership and guidance to others and have some responsibility for the output of others. This course is completely online and uses a variety of online tools to create a virtual library and online community. Available as a traineeship. This course is targeted to people who have access to workplaces which will provide experiences and learning to support the agreed units for the qualification.



**UTS: COMMUNICATION**

**UTS**  
UNIVERSITY OF TECHNOLOGY SYDNEY

## UTS: Information Management

Enhance your skills and career options. Our courses give you the opportunity to explore cutting edge practices and contemporary issues in information and knowledge management. The subjects are designed to keep pace with the changing needs of industry and provide a balance of theory and practice. ALIA recognised.

- > Master of Digital Information Management
- > Graduate Diploma in Information Management

**Join us at an Information Evening**  
think.change.do  
Tel: 1300 275 887

**communication.uts.edu.au**

UTS CRICOS PROVIDER CODE 00099F

19523

**TAFE NSW Western Sydney Institute  
(Mt Druitt Campus)**

robyn.hill12@tafensw.edu.au

**Diploma of Library and Information Services**

The diploma provides you with the specialised, technical or managerial skills to work as a team member or supervisor in a wide variety of library and information agencies. Our course is offered full time, part time and flexibly. The course is delivered partly on the job and a placement in a library can be organised for students not currently employed. The Diploma is aligned with the Business Services Training Package and recognised nationally.

## QUEENSLAND

**Library Training Services Australia**

Hello@Ltsa.edu.au

**Diploma of Library and Information Services**

L TSA delivers 21st century qualifications for 21st century libraries Australia-wide. The Diploma of Library and Information Services (BSB52115) is a qualification which opens new horizons in your Library and Information Services career, qualifying you to the level of Library Technician (a paraprofessional role just below the level of Librarian). This qualification is heavily based on practical skills required to manage the end-to-end functions of a library, whilst solving meaningful community problems. With rolling enrollments, you can start at any time, and study at a pace that suits you. Study is via distance education, with great support throughout. For more information on study options, the curriculum and other qualifications, please go to [www.Ltsa.edu.au](http://www.Ltsa.edu.au)

**TAFE Queensland Brisbane**

phyllis.goodridge@tafe.qld.edu.au

**Diploma of Library and Information Services**

This para-professional course covers public, special, school and academic library operations, and aims to maximise competency in working with clients, locating and making information accessible, working with technology, and new media to deliver a quality experience and information service to a diverse range of customers. One block of vocational placement in libraries or information services consolidate your skills and facilitate a smooth transition to the workplace.

**TAFE Queensland East Coast**

anita.deo@tafe.qld.edu.au

**Diploma of Library and Information Services**

Delivered online, this ALIA accredited course will help to launch your career in library and information services. This qualification is designed to reflect the role of a Library Technician working with the Library and Information Services Industry who use a range of specialised, technical and managerial competencies to plan, carry out and evaluate the work of self and or their team. You will gain the skills and knowledge required for a role in a wide range of libraries including public, special, academic and school. As well as learning how to help people research and analyse information in a professional environment, you'll also learn how to implement workplace health, safety and security procedures; use, evaluate and extend your own information literacy skills; monitor functions of integrated management system and identify and solve customer IT problems.



## SOUTH AUSTRALIA

**TAFESA Adelaide City Campus**

info@tafesa.edu.au

**Diploma of Library and Information Services**

This program will provide graduates with the skills to manage and organise collections in the school, special, academic or public library sectors. Study offers opportunities in learning how to help clients to research information, enjoy literature for pleasure and study, implement current cataloguing standards, understand copyright legislation and support users in their use of technology. Students gain these skills through a combination of on-campus/online study and vocational placements within a school, public and special library environment.

## VICTORIA

**Box Hill Institute**

courseinfo@bhtafe.edu.au

**Diploma of Library and Information Services**

If you're looking to start your career as a library technician, working as part of a library or information services team, this course is for you. You will gain essential communication, computer and technical skills along with learning how to supervise staff, train small groups, and establish effective working relationships. You will also develop skills in reference work, cataloguing, circulation, database searching and using information technology. Program is delivered in both on-campus as well as off-campus as online distance learning mode.

**Chisholm Institute**

Michele.hardy@chisholm.edu.au

**Diploma of Library and Information Services**

Start your exciting career with our ALIA accredited Diploma of library and information services course. Learn to solve problems, analyse information and guide others in a library environment. Develop advanced skills in referencing, cataloguing, circulation and database searching. Learn valuable IT skills such as advanced applications, digital and social media, and IT Troubleshooting. Learn to be an effective supervisor and gain skills and knowledge in copyright, communication, management and customer service. If you already work in a library setting and would like to update your skills, shorter skillsets are available too. Work placement allows students to experience a real library environment, which gives practical application of the skills they are taught in class, making them job ready on completion. There are opportunities for pathways into employment and university degrees after completing our Diploma of Library and Information Services.

**Swinburne Institute of Technology  
(Hawthorn Campus)**

mkeightley@swin.edu.au

**Diploma of Library and Information Services**

On campus study = full-time only

Multimodal (online) study = full-time and part-time

The Diploma of Library and Information Services provides students with the relevant skills and knowledge to work in libraries and other information agencies. Students learn research, cataloguing and collection management skills, use digital and social media tools and develop customer service expertise.

**Victoria Polytechnic  
TAFE Division of Victoria University**

ian.rogers@vu.edu.au

**Diploma of Library and Information Services**

This course provides training to help you improve your skills in a number of job positions including technician in a library, museum or gallery. You will learn how to use a range of specialised technical or managerial competencies to plan, carry out and evaluate work with a team.

## WESTERN AUSTRALIA

**North Metropolitan TAFE**

Gayle.MacFarlane@nmtafe.wa.edu.au

**Diploma of Library and Information Services**

Kick start your career as an innovative and dynamic Library Technician. You will learn skills in customer service, how to supervise and lead teams, develop technical expertise in original cataloguing and use the latest software to build and update websites. Keep up to date with current industry trends by getting involved in the delivery and promotion of literature programmes and lifelong learning. You will investigate how social media impacts on current information services while becoming proficient in computing, reference work and database searching.



Australian Library and  
Information Association

## YOUR PROFESSION, YOUR ASSOCIATION

As a Member of ALIA, you have a wealth of learning support at your fingertips to help you get the most out of your career and your profession.

### BE THE FIRST TO KNOW WHERE THE GOOD JOBS ARE

ALIA's website has the most comprehensive list of LIS jobs in Australia. ALIA Members can receive our weekly email, *RecruitLIS*, with all of the latest job openings.

### INVEST IN YOUR CAREER

ALIA provides opportunities for flexible training, conference and networking events that take place face to face and online so you can share knowledge and best practice. These events cater to library and information specialists at all stages of their career. Check the ALIA Events Calendar and the ALIA Training page to find out what is on near you.

All ALIA Personal Members have access to ALIA's MyPD tracking tool. It is a one stop shop to capture all of your professional learning, ready for your next job application or performance review.

### CAREER SUPPORT AND ADVICE

Throughout your career, there will be times when you need information, resources and advice and ALIA is your connection to that support. ALIA Members receive exclusive access to a range of services including personal career and professional development guidance, as well as industrial relations and copyright advice services.

### STAY UP TO DATE

Our e-newsletters and INCITE magazine will ensure you are up to date with industry news, trends and the latest developments in the library and information community through weekly and monthly updates. Stay current with free member access to over 130 online full text professional journals with ProQuest's Library Science package, and download over 100 specialist LIS ebooks.

### GAIN RECOGNITION FOR YOUR PROFESSIONAL DEVELOPMENT

ALIA's Professional Development Scheme is open to all Associate and Library Technician members. The scheme helps you track your progress and recognises ongoing professional commitment. Becoming a Certified Professional demonstrates your ongoing commitment to your career. The ALIA Professional Development Scheme now offers specialisations in Health, Schools, Public Libraries, Government and Academic Research and Data.

### FIND YOUR PROFESSIONAL COMMUNITY

ALIA Groups are formed by our Members for our Members and focus on a particular aspect of the library and information profession. The various groups put on PD events, symposiums and distribute e-newsletters. Have a look at our list of groups and get involved.



INVEST IN YOUR CAREER.  
INVEST IN YOUR PROFESSION.



[www.alia.org.au](http://www.alia.org.au)

9-11 Napier Close Deakin ACT 2600 | PO BOX 6335 Kingston ACT 2604 | ABN 40 090 953 236  
phone 02 6215 8222 | fax 02 6282 2249 | freecall 1800 020 071 | [enquiry@alia.org.au](mailto:enquiry@alia.org.au)