

FROM SMALLVILLE TO METROPOLIS: CAREER TRANSITIONING FROM A SMALL ACADEMIC LIBRARY TO A LARGE RESEARCH UNIVERSITY

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HOW TO PREPARE

Education

- Workshops or classes in areas of interest: cataloging, archives, special collections, etc.

Develop your skills

- Internship
- Visit departments/ask questions
- Volunteer for special projects

Network

- Talk to your colleagues
- Join and *be active* in professional organizations - ALA, FLA, Regionals
- Join library listservs and social media

SMALLVILLE

VS.

METROPOLIS

- ✓ Ability to work in multiple departments
- ✓ More face to face time with other departments = greater interdepartmental collaboration
- ✓ Not as many opportunities for promotion
- ✓ Collections lack expansiveness of subject matter

- ✓ Highly specialized work
- ✓ More time to work on special projects
- ✓ Tendency to only work with people in own department
- ✓ Impossible to do ALL projects
- ✓ Bureaucracy = More red tape



INTERVIEW PROCESS

Part 1: Phone screening interview

Part 2: Full day in-person interview

- Multiple interviews, meet with everyone in department, HR, and Dean
- Usually requires a presentation related to job EX. A mock instruction session
- Be prepared to talk about specific examples of special projects and research interests

TIPS FOR THE TRANSITION:

- Find a mentor – formal or informal
- Join writers' groups
- Investigate publishing opportunities
- Attend and present at conferences/workshops



PROMOTION PROCESS

Promotion file must include a proven track record of:

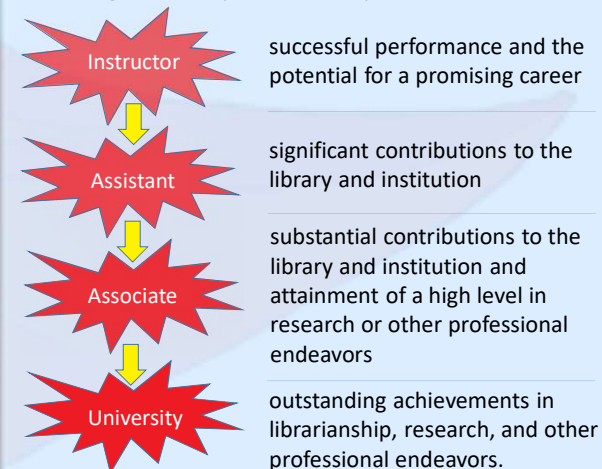
- Professional Practice
- Research and Scholarship
- Service to the Library, Institution, and Community

Takes up to a year to complete



PROMOTION RANKS

Increasing levels of professional practice



May vary depending on institution
<http://www.ala.org/acrl/standards/promotiontenure>