Library Science

What I can do with this degree...

...in Academics

POSSIBLE OCCUPATIONS

• Abstractor/Indexer
• Archivist
• Cataloger/Classifier
• Circulation
• Database Analyst
• Database Manager
• End-user Trainer
• Information Architect
• Information Consultant
• Information Specialist
• Network Administrator
• Online Services Representative
• Program Specialist
• Records Manager
• Researcher
• School Media Specialist
• Teaching
• Technology Coordinator

WORK SETTINGS

• Colleges
• K-12 Schools, Public & private
• Public school districts
• Universities

PREPARATION STRATEGIES

• Earn a master’s degree in library or information science from a program accredited by the American Library Association (ALA).
• Any bachelor’s degree in liberal arts is good preparation.
• Classes in communications, foreign languages, business management, computer science and statistics can be helpful.
• Develop excellent computer skills.
• May work one-on-one with students and faculty or teach and present seminars. Others may work in more technically-oriented positions such as systems design or database management.
• Gain experience in business and management to work in administration.
• Work part-time in a college or university library to experience library work first-hand.
• 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.
• May help teachers develop curricula, prepare lesson units, team teach or provide staff development.
• Collections usually include non-print media; media center may house computer labs.

...in Information Systems/Technology

POSSIBLE OCCUPATIONS

• Abstractor/Indexer
• Archivist
• Cataloger/Classifier
• Circulation
• Database Analyst
• Database Manager
• End-user Trainer
• Information Architect
• Information Consultant
• Information Specialist
• Network Administrator
• Online Services Representative
• Program Specialist
• Records Manager
• Researcher
• School Media Specialist
• Teaching
• Technology Coordinator
• Systems Librarian
• Technical Editor/Writer
• Technology Coordinator
• Trainer
• Usability Analyst
• Web Developer
• Web Editor
• Web Page Designer

WORK SETTINGS

• Corporations
• Data Processing Centers
• Government
• Information Service Agencies
• Libraries
• Public, Academic & Special Libraries
• Research Centers
• Self-employed/consulting
• Universities

PREPARATION STRATEGIES

• Professionals involved in information systems help organizations with the storage, retrieval, and management of records or information and incorporate and support information technology into 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 to those who 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 in a team.
Library Science

What I can do with this degree...

...in Public Libraries

POSSIBLE OCCUPATIONS
- Abstractor / Indexer
- Acquisitions
- Advertising & Marketing
- Archivist
- Cataloger / Classifier
- Database Analyst
- Database Manager
- End-user Trainer
- Information Consultant
- Information Specialist
- Librarian
- Preservation
- Program Specialist
- Publisher Representative
- Rare Books Specialist
- Records Manager
- Reference Specialist
- Researcher
- Software Support Analyst
- Special Collections
- Systems Analyst

WORK SETTINGS
- Bookmobiles
- Central Libraries
- Library Branches
- Library in jails, retirement homes, hospitals, etc
- Youth Services

PREPARATION STRATEGIES
- Develop a broad liberal arts background and earn a master's degree in library or information sciences from an ALA accredited program.
- Take many computer courses.
- Should enjoy working with new technology.
- 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.
- Creativity, a flair for drama, a positive attitude and an enjoyment of children are important for those working in youth services.
- May coordinate events and plan programs for youth of all ages.
- Take courses in child development and psychology.

...in Special Libraries and Information Centers

POSSIBLE OCCUPATIONS
- Art Librarian
- Bibliographer
- Corporate Librarian
- Digital Library Coordinator
- Law Librarian
- Librarian
- Information Architect
- Information Broker
- Information Consultant
- Information Specialist
- Library Director
- Medical Librarian
- Medical Information Broker
- Network Administrator
- News Librarian
- Program Specialist
- Publisher Representative
- Researcher
- Reference Librarian
- School Media Specialist
- Special Librarian
- Systems Librarian

WORK SETTINGS
- Broadcasting Studios / Networks
- Consulting Firms
- Corporations
- Government Agencies
- Hospitals
- Law Offices
- Libraries
- Marketing Research Firms
- Museums
- Newspapers
- Non-profit Organizations
- Online Vendors / Database Producers
- Professional / Trade Organizations
- Public Relations Firms
- Publishers
- Research Organizations

PREPARATION STRATEGIES
- Earn a master's degree in library or information science from an accredited program.
- Most positions require a bachelor's degree in a field related to the collection topic, i.e. business, science, art.
- Knowledge of foreign languages may be required in certain fields.
- Special collections librarians generally have interests, skills, and knowledge related to collection.
- May work with particular populations in special libraries.
- Develop skills in research and a solid background in information technologies.
- Special collections exist on a countless array of topics, not all are included here.
RESOURCES

PROFESSIONAL ORGANIZATIONS

American Association for Information Science  
8720 Georgia Ave., Suite 501  
Silver Spring, MD 20910-3602  
http://www.asis.org

Association of Research Libraries  
21 Dupont Circle, Suite 800  
Washington, DC 20036  
http://ari.cni.org

American Library Association  
50 E. Huron St.  
Chicago, IL 60611-6780  
http://www.ala.org

Society for Technical Communication  
901 N. Stuart St., Suite 904  
Arlington, VA 22203-1854  
http://www.ste-va.org

Ass'n of Records Managers / Administrators  
4200 Somerset Dr., Suite 215  
Prairie Village, KS 66208-0540  
http://www arma.org

Society of American Archivists  
600 S. Federal St., Suite 504  
Chicago, IL 60605  
http://www.archivists.org

Association for Computing Machinery  
1515 Broadway  
New York, NY 10036  
http://www.acm.org

Special Libraries Association  
1700 18th St., N.W.  
Washington, DC 20009-2508  
http://www.sla.org

OTHER SOURCES OF INFORMATION IN THE CAREER LIBRARY

• Occupational Outlook Handbook
• DISCOVER
• O*NET
• Best Jobs for the 21st Century
• College Majors & Careers

WEBSITES

Information for this handout compiled from:  
Career Services at The University of Tennessee, Knoxville & Florida State University Career Services.