

SIS INFO
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2004

SIS Officers 2004	
<i>President</i> Robin Leigh Safety Harbor Public Library Safety Harbor, FL 727.724.1525 leigh@tbic.org	<i>Newsletter Editor (appointed)</i> Alicia Ellison Hillsborough Community College, Ybor City Campus, Tampa, FL 813.253.7731 aellison@hcc.cc.fl.us or aliciae@tampabay.rr.com
<i>Vice President</i> Paul A. Wetmore Hillsborough County Library Cooperative Charles Fendig Library, Tampa, FL 813.273.3680 adltest_2000@yahoo.com	<i>List Owner (appointed)</i> C.D. McLean, Berkeley Preparatory School Tampa, FL 813.885.1673, McLeaCD@Berkeleyprep.org
<i>Secretary</i> Karen Wilber Tampa Bay Library Consortium 813.622.8252 wilberk@tbic.org	<i>Newsletter Editor-in-Training</i> Sandy Hawes Saint Leo University 352.588.8262 sandy.hawes@saintleo.edu
<i>Treasurer</i> Betsy King, CAE, Tampa, FL 813.887.1658 kingbet@tampabay.rr.com	<i>Webmaster (appointed)</i> Betsy King
	<i>Immediate Past President (2003)</i> Anita Lindsay St. Petersburg, FL 727.864.7518 arlindsay@yahoo.com



Suncoast Information Specialists



Next Meeting

When: December 9, 2004, 6-8 PM
Where: Stetson University College of Law
 1401 61st Street South
 Gulfport, FL 33707
<http://www.law.stetson.edu>

Directions:
<http://www.law.stetson.edu/general/directions.htm>

RSVP: Paul Wetmore, adltest_2000@yahoo.com
 Please RSVP by Tuesday, December 7, 2004



What's Planned

Please join us for a roundtable discussion on Library Management issues. Bring your ideas, questions, and concerns. **Madison Mosley**, Stetson library director, will provide a short tour of the Law Library after the meeting.

An optional dinner meal will be available in the College Cafeteria from 6-6:45 PM.
For further information on meetings, please see the Meeting Schedule:

Minutes of Oct. 6, 2004, Meeting

The meeting was called to order and the slate of incoming officers was voted on by a show of hands.

Past-President **Wanda Barrett**, Elections Co-Chair (with **Harriet Thompkins**), presented the slate of officers. Wanda will take over as Treasurer from **Betsy King**. **Jean Andrews**, USF-SLIS student, was elected Secretary. **Steven Cannata**, Campus Librarian-Stetson Law School/Tampa, was elected Vice-President. They will serve with 2005 President-Elect **Paul Wetmore**.

One appointed position turned over, too. **Sandy Hawes**, Distance Learning Reference Librarian at Saint Leo University, will take over as Newsletter Editor from **Alicia Ellison**.

Following a delicious buffet dinner catered by the food services folk at Berkeley Preparatory Schools, our host for the evening, everyone settled in with coffee, sodas, and desserts to listen to guest speakers **Robin Del Guidice** and **Elizabeth A. Curry**. (For more information about their presentation, see "**What Else Can You Do With a Library Degree?**" in this issue.)

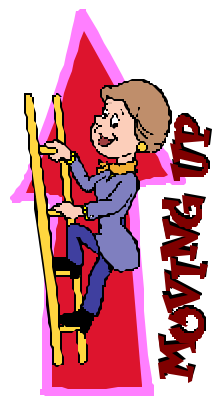
The meeting adjourned at 8 PM. Before leaving, happy participants chose either a 3-D puzzle or a metallic balance toy that the speakers provided as memory aides.

Toot Your Own Horn—Members on the Move



Have you moved to a new job...received some kind of recognition in your current job...or have some news to tell about your library or your life?

We want to help you toot your horn in ***SIS-INFO***, our online newsletter. Please submit your news items to Sandy Hawes, sandy.hawes@saintleo.edu




Suncoast Information Specialists Election News

New officers were elected at the October 6th meeting. Former **Vice President Paul A. Wetmore** assumes the position of 2005 President and will be working with newly elected Vice President **Steven Cannata**, Secretary **Jean Andrews**, and Treasurer **Wanda Barrett**.

The appointed Newsletter Editor is **Sandy Hawes**. **Betsy King** remains the appointed Webmaster, but she will get assistance from **Jacqueline Leskovec**. **CD McLean** remains the appointed List Administrator.


We extend warm thanks to outgoing officers and appointees: **Robin Leigh** (President), **Karen Wilber** (Secretary), **Betsy King** (Treasurer), and **Alicia Ellison** (Newsletter Editor).



Air Force Base Librarian Has the "Right Stuff"

Shirl Kennedy, Base Librarian at MacDill Air Force Base, Tampa, FL, writes that she has been doing some "neat stuff" as a contributing editor for Gary Price's ResourceShelf (<http://www.resourceshelf.com/>). "We recently launched a neat, new service that has caught on so quickly that we are amazed," Shirl says.

The service, ResourceShelf's DocuTicker (<http://www.docuticker.com/>), is a daily update of new reports from government agencies, NGOs, think-tanks, and other groups. "These organizations crank out a staggering amount of research, and we try to unearth and bring to light a good cross-section of what's available," says Shirl. "We post new material here daily. We were one of Yahoo!'s 'Picks of the Week' in early October (<http://picks.yahoo.com/picks/i/20041002.htm>), and we were a Scout Report selection on October 15 (<http://scout.wisc.edu/Reports/ScoutReport/2004/scout-041015-re.php#1>). In addition to Gary and myself, Steven Cohen of Library Stuff, is also a contributor (<http://www.librarystuff.net/>)."



Congratulations to **Alicia Ellison**, Librarian at Hillsborough Community College (HCC)'s Ybor City Campus, who was selected in October as an Excellence Through Leadership (EXCEL) Fellow for 2004-05. EXCEL is a competitive program designed to prepare women and minorities for leadership roles in Florida institutions of higher education. Alicia also recently published the article, "Positive Faculty/Librarian Relationships for Productive Library Assignments" in *Community & Junior College Libraries*, 12(2). Kudos for receiving tenure at the HCC Board of Trustees meeting in October.



Sandy Hawes published "Resources for Library Instruction to Native American College Students," an annotated bibliography located on the WebJunction.Org site (<http://webjunction.org/do/DisplayContent?id=6428>), and an article, "Maximizing

Access to Resources: A Distance Learning Librarian Joins Forces with Colleagues at Supporting (Proximal) Libraries," Journal of Access Services (2)2: 39-46.



Past-President **Anita Lindsay** announced publication of her ACRL CLIP Notes book Marketing and Public Relations Practice in College Libraries.

For more information, see:

- SIS- INFO Sept. '03: <http://www.tbic.org/sis/newsletters/info2003-09.htm>
- Amazon: http://www.amazon.com/exec/obidos/tg/detail/-/0838982956/qid=1097171291/sr=1-1/ref=sr_1_1/103-4799521-8679019?v=glance&s=books).

Interesting Research and Resources



As a follow-up to the presentations at the October meeting, **Alicia Ellison** shared an interesting mailing list of interest to academic librarians. It is called Tomorrow's Professor. Anyone can subscribe to the list by addressing an e-mail message to:

<Majordomo@lists.stanford.edu>. Do not put anything in the subject line but in the body of the message type: subscribe tomorrows-professor. Of particular interest is Message #599, Preparing for Promotion, Tenure, and Annual Review, which can be located in the list archive at:

<http://ctl.stanford.edu/Tomprof/postings.html>.



Our Special Guest Speakers from the Last Meeting



"What Else Can You Do With a Library Degree?"



Alicia Ellison, program organizer, introduced the speakers at 7 p.m. The speakers generously gave of their time and knowledge, speaking and taking questions for well over an hour. They also provided hand-outs and other "goodies" as memory aides. Here is what **Robin Del Guidice** and **Elizabeth A. Curry** shared with the members in attendance that evening.



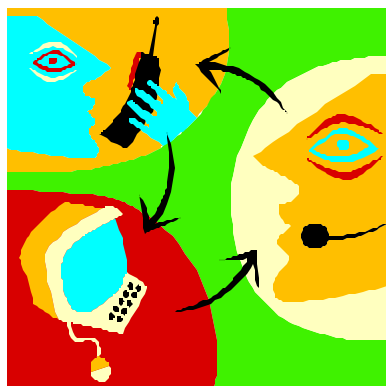
Robin Del Guidice spent 18 years as a Children's librarian in New Jersey before coming to Florida. Her last position there was Coordinator of Youth Services for the

Somerset County Library, where she built the program into one of the busiest in the state. While in New Jersey, she was also an active member of the New Jersey Library Association, serving on the Executive Board, as President of the Children's Services Section, and as chairperson of numerous committees. She thought it was "the perfect job."

But then, while visiting friends in Florida, she and her husband decided that it was time to make a change. Robin began job-hunting on arrival. She worked for a time at Tampa-Hillsborough Public Library (now Hillsborough County Public Library Cooperative), but found it difficult to transition down from top management. So, she started networking and left the public library for a job as a sales representative at Baker & Taylor.

Parts of the sales job were fun, particularly meeting with librarians and servicing their needs. But she didn't like working alone or making cold calls, and left the company after only six months.

So she began networking again. Serendipity combined with an open mind eventually led to the independent situation she enjoys today as a consultant with Lee Hecht Harrison, a global career services firm, where she helps clients who have been downsized work through their career transition. Robin also does special collection development projects for Brodart Books. "A strange mix," Robin says, "but one that works for me!"



Robin advises librarians to think about past activities and identify strengths, likes, dislikes, skills, and accomplishments. For example, Robin knew that her years as a librarian had developed exceptional skills in research, project management, budgeting, and large staff supervision. She also knew that she liked teaching technology to people. This helped her to position herself for work with the career services firm.

Here are some tips Robin offered to the meeting participants.

Network! "Organizational connections are the best way to find a job," Robin stated.

- Let people know what you're seeking, and what you're good at doing.
- Be active in professional organizations. It is a great way to network while you build experience.
- But, if you're more the shy type and not so good at "working a room," try to strike up even one conversation with someone new at a meeting or conference. Talk about what you do compared to what the other person does. Exchange contact information.
- Mentoring and being mentored is yet another way to network.

Work on your resume! "A resume can be rejected in five seconds," Robin explained. She offered some advice on how to make your resume work for you.

- Use good paper stock, white or off-white.

- Avoid exotic formats.
- There is no excuse for misspelling.
- There is zero tolerance for poor grammar.
- Provide evidence of “people” skills.
- Begin your statements with strong verbs.
- Know the prospective employer’s needs and how you can fill them.
- Write a clear summary statement that emphasizes what you can do for the potential employer, not what you hope to gain from employment.
- List your experience succinctly in terms of accomplishments, and generally stick to those no older than 10 years.
- Don’t over-write. Your reader should be able to understand quickly what you want them to know.
- Keep the format clean and simple. The resume is not an application!
- Tailor the resume for the employer or type of position you desire. Make it about accomplishments you’ve achieved, not tasks you’ve mastered.
- Mention committees you’ve worked on and volunteer work you’ve done.
- Choose your references from a broad enough pool that your potential employer, or someone on the selection committee, might know them.

Winning Ways with Resumés

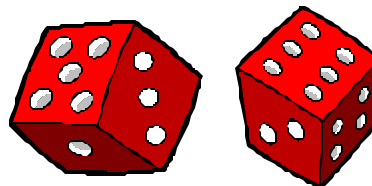
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- There is zero tolerance for poor grammar.
- Provide evidence of “people” skills.
- Begin your statements with strong verbs.
- Know your prospective employer’s needs.
- Know how you can fulfill those needs.
- Write a clear summary statement of what you have to offer.
- List your experience succinctly.
- Limit the list to the most recent 10 years.
- Don’t over-write.
- Keep the format clean and simple.
- Tailor the resume to the type of position.
- Mention committee work and volunteer positions.
- Choose a broad spectrum of references.



Elizabeth A. Curry is currently in the doctoral program of the Communication Department at the University of South Florida. She is a trainer and consultant, whose specialties are leadership, collaboration, team development, and strategic thinking.

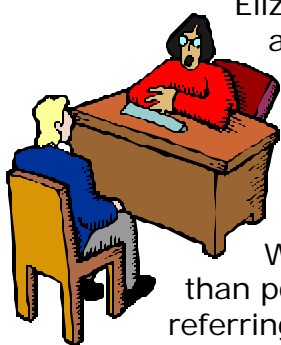
Elizabeth has worked with all types of libraries in her roles as Executive Director of SEFLIN, Marketing Manager for SOLINET, State Library consultant, and frontline public librarian. She also served professional associations in capacities ranging from President of the Florida Library Association and Editor of the Southeastern Library Association journal to Board member of ALA's Interlibrary Cooperation and Networking Committee. She has been involved in community outreach, training, partnerships, and collaborative projects for more than 25 years. Elizabeth's research interests center on collegiality, compassion, empowerment, appreciative inquiry, and narrative interpretation.

Elizabeth echoed some of Robin's themes. Although she recommends having clear goals, like Robin, she advises being open to serendipity, new ideas and opportunities. She described her career trajectory as directed by serendipity. The first time she went to a public library, someone told her that she would be "a great children's librarian," so she went to library school!



As she continued in her career, she identified skills and aptitudes that positioned her for subsequent career moves. For example, she realized that she was good at marketing, communication, facilitating teams, and project management, but not so good at technical and reference work and made her job changes accordingly.

Someone in the audience asked Elizabeth how she would answer an interviewer's question about why she changed jobs every couple of years. Elizabeth said that she would turn that question into a positive statement: "My colleagues will attest to the fact that I'm always looking for a challenge." In other words, she said, she likes to create things and get them going, but is not necessarily interested in maintenance, but presented this fact with a positive spin.



Elizabeth advises librarians to strike a balance among focus, aptitudes, and opportunities. Take pride in what you can do in your next position based on the skills you've gained from your library career. "Knowledge is power!"

Echoing her co-presenter, Elizabeth also recommends making your resume accomplishment-driven rather than task-driven.

When changing careers, she suggests that you focus on skills rather than positions. Think of yourself as a sum-total of skills, she said, referring to one of her handouts, "Look at the Pieces, Not Just the Big Picture." She added: "You are the pieces of the puzzle (skills), not the finished puzzle (a librarian)."

Elizabeth provided all attendees with either a small 3-D puzzle or a metal balance sculpture as a "memory anchor." "Please take one home as a reminder about 'balance' and the 'pieces' of your big picture!"

Here is a summary of Elizabeth's tips to anyone thinking about changing career.

- **Have a “learning buddy.”** Make friends with someone you can mentor and who can mentor you. It isn’t always easy to see yourself as other see you. But, your buddy can. Be honest and supportive of one another.
- **Network!** Meet new people at conferences, workshops, and online. Networking with professional groups can be your primary source of contacts.
- **Publish something.** Scour local group newsletters and bulletin boards for ideas. Don’t be afraid to be rejected. Keep sending material out for consideration and listen to the editorial suggestions you receive.
- **Cast relevant life experiences in terms of the job requirements.** Elizabeth cited an example of someone she hired who marketed her “stay-at-home mom of five children” activities as “management skills.” “Position yourself using non-librarian accomplishments (transferable skills) that reflect librarian skills or traits,” Elizabeth advised. “Always believe you’re worth their time because of your background.”
- **Know something about the place where you are applying to work.** Employers are impressed with such efforts. Incorporate your research into the resume you tailor for that specific job.

By: Sandy Hawes, Anita Lindsay, and Alicia Ellison

Opportunities to Help



Do you have an idea for a presentation? Do you know someone who would be perfect to speak at a meeting? Would you like to volunteer your services? If so, please contact us by calling 813.622.8252 or 352.588.8262, or by sending us an email message at sis@tblc.org.

Suncoast Information Specialists
 c/o Tampa Bay Library Consortium
 1202 Tech Boulevard, Suite 202
 Tampa, FL 33619

Phone: 813.622.8252
 Email: sis@tblc.org
 Electronic list: <http://tblc.org/sis/list.htm>
 URL: <http://tblc.org/sis/>