



THE ROLE OF THE LIBRARY AND INFORMATION SCIENCE PROFESSIONALS AS MANAGERS: A COMPARATIVE ANALYSIS

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ABSTRACT

The basic aim of this paper to show the core competences of Library & Information Science (LIS) professionals as managers of organizations. In this paper we have done a comparative study of LIS professionals and managers of organizations and found more similarities than differences. This paper outlines and discusses the professional skills and necessary technological skills needed for library science professionals and managers.

KEYWORDS: Library & Information Science (LIS), managers of organizations, library science professionals.

INTRODUCTION

'Management' has suddenly become a magic word in librarianship. But what is library management that has not hitherto been taken for granted by senior librarians as their essential role as administrators of their libraries? Have senior librarians not in effect been 'managers' since time immemorial, for what is librarianship other than managing

collections so that they may be exploited to maximum effect by those requiring recourse to them? No part of librarianship can be divorced from the concept of management - not even the more recondite aspects of professional activity such as paleography or the bibliography of early printed books, for these, too, are concerned with the efficient control of such materials to make them readily accessible to readers. Every librarian - certainly every senior librarian - has always been ipso facto a manager, even if he has not descended, as he might well say, to thinking of his duties in such mundane terms. In recent years, however, attention has increasingly been given to the need to analyze the ways in which a librarian can more effectively carry out his role of making his resources available to his readers.

1. Technical Skills

In the age of 21st century LIS Professional must be aware of emerging technologies. It has become increasingly important that librarians keep up with technology and have certain basic skills. In the current scenario library professional must have the knowledge of HTML, Networking, scripting languages, the ability to deal with the back-end of the OPAC, the ability to translate library services into the online medium, the ability to troubleshoot basic computer and printer problems, or just a good healthy knowledge of emerging technologies.

1.1 Online medium: LIS Professionals need to do so much online these days, way beyond basic catalog and database searching (which sure isn't easy either). Librarians have to be able to use search engines and use them well. They need to be able to find quality online resources.



They need to help patrons set up e-mail and teach basic internet skills.

1.2 Ability to easily learn new technologies: Most of the time people comment that there are so many technological things at the library that they can't keep up. Whenever we intimated to use new technology at library we always asked to IT team of that organization to send an expert to the library to teach the professional how to use it.

2. Time Management Skills
As per fourth law of library science which is "save the time of users". This also has become important that librarian must developed the time management skills. Because to provide better or effective services to our user time also a factor suppose if we do not provide a desired information to a user requires time so our whole effort to search that information would be useless if we could not provide the desired information in time. So library professional also need to developed time management skills also.

3. Presentation Skills
This is a huge one. LIS Professional must have highly effective presentation skills. Suppose when we wants to implement a new technology or service for Library clients firstly he must create a proposal for management he must show that what would be the consequence of this new technology which tool to use, train staff, market the service etc. he must show the role of that new technology in currently being used in libraries.

4. Communication Skills
Communication has a great importance in providing better services to users. He communicates the value of library service to decision makers, staff and users. When he provides information to the user he communicates clearly and respectfully with customers and colleagues. Always Demonstrates active listening skills with customers and colleagues in his workplace. Communication is not only must be effective with users only but must have ability to negotiate effectively with publishers, customers, management & vendors.

5. Customer Service
Nowadays librarians must be customer oriented. He can demonstrate a sincere commitment to customer service. Always he must try to observe customer needs & try to provide their desired information in minimum time. Through continual design & improve user oriented information products & competencies to provide them better customer services. Always show them confidence & competence to deliver products & services.

6. Managerial skills
In managerial skills we include technical skills, human skills & conceptual skills. Technical skills are process or technique knowledge and proficiency in a certain specialized field. These skills are more important for Librarian also because library professional also dealing with a huge no. of staff doing the organizational work. The technical skill involves the Librarian's understanding of the nature of job that people must have to perform. Human Skills involve the ability to interact effectively with people. Librarian interacts & cooperates with employees & staff also. Because Librarian deal directly with people, this skill is important. Librarian with good human skills is able to get best out of their people.

7. Knowledge of Policies, Procedures, Issues and Standards
• Maintains current awareness of professional issues impacting libraries
• Demonstrates knowledge of library policies, procedures and service standards

8. Commitment to Life-Long Learning
• Take responsibility for the development of one's own professional career
• Remain knowledgeable in current events and technologies
• Pursues learning opportunities, personally or through formal training
• Flexible in adapting to new situations, systems, tools, environments
• Anticipates accepts, adapts and manages change effectively

9. Other Skills
• Marketing and promotion of library services

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- Digital rights management
- Knowledge management skills

CONCLUSION

For decades, LIS Professionals have been creatively managing the information and research resources of their firms on behalf of attorneys and clients. The evaluation, acquisition, organization, sharing and distribution of information in all formats, including books, periodicals, online services such as Lexis and Westlaw, internal work product documents and database resources, is an integral part of their expertise. Similarly, providing comprehensive research services utilizing a wealth of legal and non-legal resources is a service of long standing. In addition, law firm librarians have extensive experience in training attorneys and paralegals in the use of the full range of information resources to minimize the amount of time involved and maximize the quality of the result.

On the basis of above points which, we have discussed i.e. Technical skills, leading skills, communication skills, project management skills, time management skills, digital rights management, knowledge management skills, user satisfactions of the manager and LIS Professional is the same. A manager's aim to marketing and promotion of their products but the LIS Professional aims to marketing and promotion of library service. We can say LIS Professional is playing the role just as manager.

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