

LIBRARY TECHNICIAN - CERTIFICATE OF ACHIEVEMENT

Plan Code 3030

This program is designed to teach the fundamentals of knowledge and skills needed for today's library paraprofessionals, technicians, assistants, and support staff. It is designed to prepare students for employment in entry and mid-level positions in public, academic, school, special, and other information-related settings. The majority of the program's curriculum is approved by the American Library Association's Library Support Staff Certification and encompasses essential competencies such as public access, technical services, information storage and retrieval, youth services, digitization, and leadership.

Program Student Learning Outcomes

- Demonstrate knowledge of theory and skillsets related to services in library and information settings.
- Demonstrate communication skills that contribute to the functioning as a library technician.

Program Requirements

Code Number	Course Title	Units
REQUIRED COURSES		
LIB 200	Foundations of Library Services	3
LIB 210	Introduction to Access Services	3
LIB 220	Introduction to Acquisitions	3
LIB 230	Technology and Teamwork	3
Subtotal Units		12
IN ADDITION, complete SIX (6) units from the following:		
LIB 240	Introduction to Cataloging (3)	
LIB 241	Introduction to Digitization (3)	
LIB 250	Introduction to Youth Services (3)	
LIB 251	School Library Media Assistant (3)	
Subtotal Units		6
IN ADDITION, complete ONE to FOUR (1-4) units from the following		
CDECE 47	Human Development (3)	
COMM 20	Elements of Interpersonal Communication (3)	
COSA 35	Microsoft Office (3)	
LIB 271WE	Work Experience-Library Technician (1-4)	
Subtotal Units		1-4
Total Units		19-22