

ROBERTSON COUNTY SCHOOLS

LIBRARY

MASTERY GUIDE

SIXTH - EIGHTH GRADE

Middle School and High School Library Media Specialists provide the following ongoing services:

1. Communicate the impact of school library media programs on student learning to the entire school community.
2. Report regularly on the programs, plans, policies, and achievements to the school community.
3. Participate in an effective advocacy program that demonstrates the program's value to a broad audience.
4. Use a variety of written, verbal, and visual formats to inform teachers and others of program resources, activities, and services.
5. Maintain expertise in strategies and techniques of budgeting, supervision, scheduling and all other areas of management responsibility.
6. Serve on the school's management team and collaborate regularly with teachers and administrators to maintain the visibility and quality of the program's management.
7. Report regularly to administrators and others regarding the program's holdings, services, uses, and finances.
8. Participate in hiring, training, and evaluating of program staff and maintain responsibility for assigning and scheduling staff and volunteers.
9. Administer the program budget and oversee acquisition and use of space, furnishings, equipment and resources.
10. Oversee the multiple aspects of the daily operation of the library media program, including (but not limited to) readers' advisory, student's media needs, collaboration with teachers for classroom units, and reading promotion throughout the school community.
11. Provide the following student services (not an inclusive list): find appropriate resources for research projects, assist in internet navigation, teach library and technology skills, share literature appreciation, teach literary genres, provide materials in various formats to address differing needs, and conduct formal and informal book talks.