QUALIFICATIONS
The Vermont Educational Quality Standards require the services of a certified library media specialist be made available to students and staff.

Recommended Requirements:

- Current Vermont Educator License with Library Media Specialist endorsement (5440-61).
- A master’s degree from an American Library Association accredited program or 18 graduate credits from the University of Vermont School Library Media Studies program (or equivalent) including a practicum experience.

TERMS OF EMPLOYMENT: Teacher work year plus highly recommend extended-year days.

Reports To: Building principal or other administrator

Supervises: Paraprofessionals, volunteers, and students

EVALUATION: Performance of this job will be evaluated in accordance with district policies with emphasis on the roles and responsibilities of the library media specialist.

ROLES AND RESPONSIBILITIES

Teacher/Instructional Partner

- design, teach, and assess learning opportunities that include inquiry, critical thinking, and multiple literacies to prepare learners to be college and career ready
- collaborate with other teachers as an instructional partner in learning opportunities
- promote reading for pleasure and information that demonstrates understanding, diverse viewpoints, and genres
- engage and motivate students to read for academic success, personal interest and lifelong learning
- model the integration of technology in teaching and learning

Information Specialist

- develop and maintain a collection of resources appropriate to the curriculum, the learners, and the teaching styles and instructional strategies used within the school community and in accordance with district policy
- cooperate and network with other librarians, libraries, and agencies to provide access to resources outside the school
- understand and promote the ethical use of information: copyright, fair use, and licensing of intellectual property
- evaluate, promote, and use existing and emerging technologies to support teaching and learning, connect the school with the global learning community, and provide equal access to library services

Leader

- advocate for equitable access to information for all learners in the school community
- serve on school and district decision-making teams
- measure the school library program according to school, state, and national standards
- create a resource-rich physical and virtual environment conducive to active and participatory learning
- plan and provide professional development
- research relevant and current professional practices and emerging technologies
- maintain active memberships in professional associations
- advocate for school library programs and the role of the library program in the educational community

Program Administrator

- create and maintain a flexible teaching and learning environment that is inviting, safe, and conducive to student success
- establish policies and procedures for selection, acquisition, circulation, resource sharing, etc. that provide appropriate resources that are available when needed
- develop school library program goals and objectives that are aligned with school and district long-range strategic plans for improved student learning
- prepare and administer the school library program budget
- manage resources and facilities for continuous improvement of the library program
- participate in the recruiting, hiring, and training of other professionals, educational library assistants, students, and volunteer staff
- gather and analyze data to improve instruction and demonstrate correlations between the SLP and student achievement

Adapted from the AASL L4L Job Description. Adopted September 17, 2014 Vermont School Library Association.