

What is being a Pupil Librarian all about?



Being a Pupil Librarian will enable you to:

- ★ Become Successful Learners; Confident Individuals; Responsible citizens and Effective Contributors (*Curriculum for Excellence - Four Capacities*)
- ★ Make a valuable contribution to the life of the school
- ★ Help develop the library and the services it offers
- ★ Help the library staff provide the best library service they can
- ★ Make a difference to other pupils' learning
- ★ Act as a role model for other pupils

You will also:

- ★ Improve your communication and problem-solving skills
- ★ Work well with others in a team
- ★ Take responsibility
- ★ Think on your feet

As a Pupil Librarian you will enjoy special privileges including:

- ★ First choice of new stock, which you can help to choose
- ★ Access to the library prior to official opening before registrations and some intervals
- ★ The chance to get involved in special events

Finally...

You are able to work towards Dynamic Youth (P6 - S4) and Youth Achievement Awards (S3 onwards) which recognise and accredit your achievements. You, your peers and the Librarian will monitor record and evaluate the work you do in the library.

Pupils in S1 and 2 will prepare for Dynamic Youth Awards. Once you are in S3 and are 14yrs old, you can then work towards Youth Achievement Awards.

Youth Achievement Awards are available at four levels which give you a recognised qualification. You have to be 14yrs old or over. The role of Pupil Librarian would give you the opportunity to work at Bronze level in the first instance. Up to 30 hours of Dynamic Youth can count towards 2 challenges at Bronze level.

Bronze (taking part in peer group activities)

Four 15-hour Challenges - (*General Standard Grade*)

Silver (help to organise activities)

Six 15-hour Challenges - National 5 (*Credit Standard Grade*)

Gold (plan, organise and lead activities)

Seven 15-hour Challenges - Higher

Platinum (Leadership role)

135 hours participation - Advanced Higher

For more information, speak to Mrs Sinclair

Stromness Academy Library - Job Description



Job Title: Pupil Librarian

Job Purpose: to help the School Librarian run an effective library

Responsible to: the School Librarian

Pupils can volunteer to help in the library before registration, at lunchtime, some intervals and possibly after school or on free periods. You will be required to make a regular commitment to the training and work. The training allows you to earn certificates for each level (1 - 5). Responsibilities, duties and commitment increase at each level. You can also work towards Dynamic Youth and Youth Achievement Awards.

Level 1 Pupil Library Helper

Level 2 Pupil Library Assistant

Level 3 Assistant Pupil Librarian

Level 4 Pupil Librarian

Level 5 Senior Pupil Librarian

Outline of duties

- keeping the library tidy
- taking responsibility for an area of stock
- shelving returned resources accurately
- helping to issue and return resources
- helping to choose resources for the library
- dealing with enquiries and requests from users
- helping users to find information
- helping out at special events
- helping to prepare displays
- undertaking any other reasonable duties as required by the librarian

Pupil Librarians will:

- be reliable
- hardworking
- honest
- cheerful
- sensible
- enthusiastic
- be able to work on their own or as a team
- work on own initiative

You will also:

- have good communication skills
- enjoy working with computers
- be willing to help others
- have an interest in books
- enjoy thinking on your feet
- enjoy helping other people
- be prepared to attend any training sessions as required.
- have a good understanding of alphabetical and numerical order.