SCHOOL LIBRARY MEDIA SPECIALIST

Test Framework

	Content Domain	Range of Competencies	Approximate Percentage of Test Score
I.	The Library Media Program	0001–0003	30%
II.	Promoting Information Literacy Skills	0004–0007	40%
III.	Program Administration	0008–0010	30%

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I. THE LIBRARY MEDIA PROGRAM

0001   **Understand the role of the library media program and its relationship to the total school program and to information resources and services beyond the school.**

▶ Recognize the importance of and strategies for creating, communicating, and implementing a vision, goals, and policies for the library media program that reflect the vision, goals, and objectives of the district and the school.

▶ Demonstrate knowledge of the goals, characteristics, and functions of effective library media programs; the role of information in a democracy; and the role of the library media program in promoting intellectual freedom and providing equitable physical and intellectual access to information.

▶ Demonstrate knowledge of the integral and collaborative role of the library media program in all curricular areas and how to manage library media resources, personnel, and services to support the school curriculum.

▶ Apply knowledge of various types of information resources and services beyond the school and of methods for helping the school community locate, access, and evaluate information resources beyond the school library media center.

▶ Apply knowledge of the benefits of and strategies for creating and maintaining connections to information resources and services beyond the school and techniques for interacting with other professionals at a variety of institutions.

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0002 Understand the roles and responsibilities of the school library media specialist and strategies for ongoing professional growth and development.

▶ Recognize the partnership role of the library media specialist with regard to curriculum and instruction and the responsibilities associated with this role, such as collaborating in the planning and implementation of instruction and assessment that promotes interdisciplinary learning and development of information literacy skills.

▶ Recognize the leadership role of the library media specialist and the responsibilities associated with this role, such as providing expertise in the use of information resources and technology and serving as a resource person for the school community.

▶ Recognize the role of the library media specialist as an advocate for the library media program and the responsibilities associated with this role, such as creating and maintaining collaborative relationships and promoting the library media program within and outside of the school community.

▶ Recognize the management role of the library media specialist and the responsibilities associated with this role, such as overseeing operations, programming, and student activities in the library media center and coordinating services, schedules, and technologies.

▶ Demonstrate knowledge of various strategies for pursuing ongoing professional development, maintaining current research-based knowledge about information resources and technologies, and using reflection and self-assessment to improve professional practice.

▶ Apply knowledge of legal and ethical issues associated with library media programs and the implications of these issues for school library media specialists.

0003 Understand strategies for communicating and collaborating with members of the school community to promote information literacy.

▶ Apply knowledge of strategies for initiating and maintaining communication between the library media program and students, teachers, staff, and the community.

▶ Demonstrate knowledge of skills and strategies that promote effective communication.

▶ Demonstrate knowledge of strategies for eliciting information from library users regarding their needs and interests.

▶ Identify strategies for interacting effectively and appropriately with students, staff, parents/guardians, and other members of the learning community with regard to their information needs and interests.

▶ Recognize important elements of the collaborative process and factors that promote or impede collaboration.

▶ Apply knowledge of techniques for collaborative planning and teaching to promote the development of information literacy skills among students, staff, and other members of the learning community.

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II. PROMOTING INFORMATION LITERACY SKILLS

0004   **Understand basic principles of child development, curriculum development, and instructional design and how to apply this understanding to provide appropriate information resources and services for diverse groups of students.**

▶ Recognize basic principles of child development and how development affects students' information needs and interests.

▶ Demonstrate knowledge of methods for providing resources and services that are responsive to the characteristics, abilities, and needs of diverse groups of students.

▶ Demonstrate knowledge of basic principles and practices of curriculum development as they relate to information literacy skills and strategies for integrating information literacy skills into the curriculum.

▶ Apply knowledge of learning theory and instructional design to identify appropriate resources, approaches, and technologies for promoting the development of information literacy skills in various contexts.

▶ Demonstrate knowledge of instructional and classroom management strategies that foster individual and group inquiry, facilitate students' ability to participate effectively in groups, and promote students' ability to use information and information technology to solve problems and pursue knowledge.

▶ Apply knowledge of the advantages and limitations of different instructional methodologies, classroom management strategies, assessments, and materials in achieving given goals and objectives.

0005   **Understand strategies for creating a student-centered library environment that promotes the habit of lifelong learning and facilitates intellectual and physical access for all students to information, literature, and ideas.**

▶ Identify strategies for creating a positive, inviting, and accessible library environment that responds to the needs of the learning community, promotes students' pursuit of knowledge for personal interest and self-improvement, and encourages students to take responsibility for their own learning.

▶ Recognize strategies for creating a library environment that supports multiple uses and that provides individuals, small groups, and classes with open access to information resources at time and point of need.

▶ Demonstrate knowledge of the advantages and limitations of various scheduling options and techniques for scheduling library resources, equipment, and space that promote equitable access for all members of the learning community.

▶ Apply knowledge of methods for providing students, staff, and other members of the learning community with training and support in the use of literature, information resources, and available technology.

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0006   **Understand the types, characteristics, and uses of various information and technological resources; the types and characteristics of literature for children and young adults; and strategies for promoting literacy.**

▶ Recognize types, characteristics, and uses of various information resources.

▶ Recognize the advantages and limitations of various resources, formats, services, and technologies with regard to specific information needs.

▶ Identify genres and characteristics of literature for children and young adults, issues related to the selection and recommendation of literature, and strategies for promoting literature appreciation and the habit of lifelong reading.

▶ Apply knowledge of strategies for assisting students in the selection of quality reading materials that are appropriate for their reading levels and interests and that promote fluency and facilitate the reading process.

▶ Apply knowledge of strategies for integrating literature into the curriculum and for providing guidance to students in reading, listening, and viewing for understanding and enjoyment.

0007   **Understand information literacy skills and methods and materials for facilitating the development of these skills.**

▶ Recognize strategies for helping students identify information needs, locate information efficiently and independently in various types of resources, and select appropriate resources for specific information needs.

▶ Demonstrate knowledge of various strategies for formulating research questions and conducting searches, assessing the progress of a search, and adjusting search strategies as needed, along with methods and materials for facilitating the development of these skills.

▶ Demonstrate knowledge of techniques for summarizing, organizing, and synthesizing information from various resources and strategies for collaborating with others to share information and solve problems, along with methods and materials for facilitating the development of these skills.

▶ Demonstrate knowledge of techniques for analyzing and evaluating information and information resources, along with methods and materials for facilitating the development of these skills.

▶ Demonstrate knowledge of techniques for communicating information obtained from a search accurately, ethically, and creatively, along with methods and materials for facilitating the development of these skills.

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III. PROGRAM ADMINISTRATION

0008	**Understand principles and procedures of collection development and the management and organization of information, materials, equipment, and technological resources in the library media program.**

▶ Demonstrate knowledge of the principles and procedures for developing a library media collection that responds to the needs of a diverse population and supports the school's curriculum, goals, and objectives.

▶ Recognize appropriate methods for evaluating, selecting, deselecting, and reconsidering library media resources, including strategies for involving the learning community in these activities.

▶ Demonstrate knowledge of strategies for creating and communicating library media policies that reflect the legal guidelines and professional ethics of librarianship and promote responsible use of information and technology.

▶ Apply knowledge of methods for classifying and cataloging library media resources and equipment and of factors to consider when establishing use and circulation policies.

▶ Identify systems, resources, and technologies for effectively managing the library media collection, including the preservation of materials.

0009	**Understand principles, policies, and procedures related to the management of human, financial, and physical resources of the library media program.**

▶ Identify characteristics and roles of various staff positions in the library media center and issues related to the selection and training of library media staff.

▶ Recognize appropriate strategies for supervising and evaluating library media staff and for handling staff and personnel issues in various contexts.

▶ Apply knowledge of the budgeting process, record-keeping and reporting techniques, and methods for operating a cost-effective and financially sound library media program.

▶ Demonstrate knowledge of funding sources within and beyond the school.

▶ Demonstrate knowledge of methods for organizing physical space in the library media center for efficiency and accessibility, including addressing issues related to the management of physical resources.

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0010　　**Understand methods for engaging in comprehensive and collaborative planning, assessment, and evaluation of the library media program.**

▶ Identify methods for determining the information and recreation needs of members of the learning community and for using that information to establish goals and guide decision making with regard to library media resources and services.

▶ Demonstrate knowledge of strategies for collaboration in the development, implementation, and evaluation of library media programs.

▶ Apply knowledge of strategies for aligning the library media program with national information literacy and technology standards, state and national student learning standards, and the goals and objectives of the school.

▶ Apply knowledge of methods for collecting and analyzing relevant qualitative and quantitative data to evaluate the effectiveness of the library media program and its operations, including strategies for reporting evaluation results to the learning community and modifying the library media program based on evaluation results.

▶ Demonstrate knowledge of strategies for integrating the library media program into schoolwide strategic planning and reform efforts and of research on the role of library media programs in promoting student learning.

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