Focus: Continuing Professional Development for Secondary Librarians

Why do people undertake CPD?

CPD is central to demonstrating professionalism.
We live and work in a constantly changing environment and need to have the skills to ensure we remain relevant.

There are many benefits to you and your school
For you
- Providing an efficient and effective service
- Keeping up with change improves your ability to cope, increases confidence and reduces stress
- Shows commitment and enhances employability
- Enriches and inspires your work increasing job satisfaction

For your school
- Improved service and productivity
- Enhanced student experience and achievement
- Innovative ideas and practices grow the library as a selling point

What do we mean by CPD?

Gaining and building knowledge and expertise relating to your job role.
This can be through formal and informal means, university courses to reading professional literature.
Attending training days, MOOCs (Massive Open Online Courses) webinars, forums, social media etc.
Using instructions to learn a new system or updating knowledge through reading blogs are part of your role, but also CPD.

What CPD is right for me?

Plan your CPD

Start by creating a CPD audit, consider,
- What do you already know?
- What are the library and school development goals?
- What issues need attention?
- What is expected of you on your job description?
- What skills do you need to do your job better?

Choose CPD that is relevant to you and the way you might wish to travel in your career. Pursue things that interest you and follow those links.

The IFLA School Library Guidelines are intended to "assist school library professionals and educational decision-makers in their efforts to ensure that all students and teachers have access to effective school library programs and services, delivered by qualified school library personnel". Reading this document will give you a clear outline of what you should be working towards in your role.
https://www.ifla.org/wp-content/uploads/2019/05/assets/school-libraries-resource-centers/publications/ifla-school-library-guidelines.pdf

What challenges are in your way?

Too busy/No time
- Taking a little time out for training can increase motivation and energy levels.
- Targeting training where it is needed can improve confidence, reduce stress and help you use time more efficiently, eg taking the time to learn to use a new IT system effectively or attending training on behaviour management.
- A well trained, innovative, pro-active librarian is less likely to be asked to 'fill in' with other tasks. Make sure what you are being asked to do is on your job description (within reason).

Cost
- There are many free CPD opportunities.
- Check if you are paid to attend staff INSET days, safeguarding or curriculum development is relevant to all but if some of the staff provision is irrelevant to your role create your own CPD programme to present to your manager as an alternative.
- Ask if a small percentage of the school's CPD budget can be allocated to the library. Be specific about how this will improve pupil experience and enhance the library.

Permission
- Highlight specific training requirements in your appraisals and then reference this in CPD requests. This is particularly relevant if you are being asked to take on new responsibilities.
- Link CPD requests to library and school development plans. Make sure you have a library development plan.
- Check your job description, do you need training or skills updates to do what is required of you?
- Check the school's policy on learning and development to see what you are entitled to.
- When requesting CPD give all the information about the course to your manager including how it will enhance the service you provide.

Making the most of your CPD opportunities

Practice and improve newly acquired capabilities.
It is very important to keep a journal or log of the CPD you have undertaken, include a note on the impact it had on your work.
Share what you have learnt.

Some ideas for CPD

CILIP has provided a good overview of the types of library qualifications you can consider.

[key_issues_7_getting_qualifi.pdf (wordpress.com)](key_issues_7_getting_qualifi.pdf)

The National Literacy Trust has free courses.

https://literacytrust.org.uk/training-and-workshops/secondary-training/

School Library Association run courses for member and non-members

https://www.sla.org.uk/Services/Public/Event-Calendar.aspx?hkey=df6a7ccf-7461-43ff-b968-b3181f5d9086

The Open University: An introduction to school librarianship

https://www.open.edu/openlearn/education-development/an-introduction-school-librarianship/?active-tab=description-tab

Libraries Connected have a new training module Supporting Children and Young People in Libraries

https://lc.learningpool.com/

Sign up for Elizabeth Hutchinson's Three Thoughts for Your Week as free professional development.

https://www.elizabethahutchinson.com/

The FOSIL Group website and forum

Forums | The Fosil Group

School Library Service

INSIDE TRACK - free resources for teachers and educators (sls-uk.org).

CILIP SLG have some great Key Issues resources

Key Issues - CILIP: the library and information association

Library and Information Sector Apprenticeships

https://www.cilip.org.uk/page/LISApprenticeships

Exeter College regularly run this free course

Bibliotherapy Skills Course Exeter — Exeter City of Literature

The SecEd conference on the 15 and 16 January will share practical insights, advice and ideas for how we can take advantage of AI to safely innovate, boost student outcomes, and support teaching staff. Two days (2.30 to 6pm) online for £139+VAT

Artificial intelligence in schools 25 - Home Page (schoolsai.co.uk)

References
SLA Guidelines Train to Gain by Barabara Band 2017