

Library Technical Services: Operations And Management



JOSEPH MC KENZIE
Academic, Special & Public Librarian

Rio Rancho New Mexico
joseph.mckenzie@comcast.net
(505) 573-3995

LAW LIBRARY TRAINING

Law School Experience

Rice Near Juris Doctor program, Dickinson School of Law (Pace State University). Courses studied: Legal Research, Legal Writing, Contracts, Torts, Criminal Law, Constitutional Law, Student Bar Association, Copy Editor of Law Review.

Databases

LexisNexis, Westlaw, Current Index to Legal Periodicals, First Search, JSTOR, GALE LegalTrac.

Print Resources

American Jurisprudence 2d (Am. Jur. 2nd), American Law Reports (A.L.R.), Code of Federal Regulations (C.F.R.), Corpus Juris Secundum (C.J.S.), Federal Register (Fed. Reg.), Federal Reporter (F.3d), Federal Supplement (F. Supp.), Supreme Court Reporter (S.Ct.), U.S. Supreme Court Reports (L.Ed.), U.S. Code (U.S.C.), U.S. Code Annotated (U.S.C.A.), U.S. Reports (U.S.), U.S. Statutes at Large (Stat.).

PUBLICATIONS

Interlibrary loan and beyond. Rio Rancho Observer, May 19, 2010. Library Corner.

Summary

MANAGEMENT

As Executive Director of a 200 unit retirement community with a 60 unit assisted living wing, I supervised 40 employees. Was responsible for programs, dining facility, health center, accounting, marketing, maintenance and the welfare of hundreds of residents. Long and varied business experience.

Work History

- May 2008 - present**
Librarian
Rio Rancho Public Library
Perform regular adult reference duties (60 hrs per month) at central information desk in large municipal library. Sierra (ILS), Encore Library Platform, Envisionware experience. Collection development. Adult programming and art exhibits. Computer and information literacy instruction and curriculum development. Use of emerging technologies and emerging technologies instruction. Maker Space programming. Responsible for all aspects of Interlibrary Loan and Document Delivery operation. Provide monthly and annual statistics. Creation and maintenance of displays. Assist in overseeing adult, family, and express public computers, and provide instruction in their use. Assist in overseeing networked scheduling and print recovery systems. Database evaluation. Contribute articles on library services or publication in local news outlet. Grant proposal writing and research. Perform a variety of other functions as needed.
- Mar 2007 - May 2008**
Administrative Support Specialist
Intel Corporation - AV & Instructional Materials Library
Managed large library of audio-visual and instructional materials for students and professors of Intel's corporate training program (Intel University) at the Rio Rancho campus. Insured timely delivery of all materials and textbooks to scheduled classrooms. Maintained all audio and visual presentation equipment. Performed additional functions including student enrollment and registration management.
- Oct 2007 - May 2008**
ABC Phonetic Reading Specialist
ABC Phonetic Reading School
Instructed children and adults in reading comprehension and writing using the phonetic method combined with personal techniques acquired through years of training in language pedagogy and instruction. Responsible for all administrative paperwork and timely entry of progress reports, attendance, and other information using online systems.
- Aug 2006 - Mar 2007**
Financial Assistant Manager
Cottonwood Financial
Under the direction of the manager and district manager, assumed complete responsibility for all operations of a fast-paced, high-pressure, consumer loan operation emphasizing customer service, sales, marketing, and collections. Handled all customer information; loan applications; income-to-debt analysis; employment and bank account verification; cash advances; accounts payable and receiving; in-house accounting procedures; monthly and quarterly statistics; office maintenance, management, and security.
- Oct 2001 - Aug 2004**
Librarian
St. Thomas Aquinas International Seminary
Responsible for all operations of a major seminary library with over holdings in Greek, Latin, French, Italian, German, and some English. Worked independently with occasional advisement from a rector. Supervised a staff of six seminarians. Responsible for collection development, information literacy instruction, and liaison work with academic community. Oversight of transition from card to electronic catalog. Performed all technical services operations for library patrons including carding, cataloging, and

Volume 91A - Library Technical Services: Operations and Management. ISBN: eISBN: Edited by: Irene P. Godden. Library Technical Services: Operations and Management Articles from Bulletin of the Medical Library Association are provided here courtesy of Medical. This revised Second Edition addresses developments that have transformed library operations in the recent past. In the technical services administration chapter. Altmetric. Books on library acquisitions: the review section. Library technical services: Operations and management. Joseph J. Branin Columbia. Topics that require, and certainly deserve, greater discussion than they receive are those areas of concern to both staff and management in terms of staff. Download citation Library technical se Sumario: I. Technical services administration -- II. Automation: ideal and reality -- III. Acquisitions -- IV. Bibliographic. Machine derived contents note: Table of contents for Library technical services: operations and management / edited by Irene P. Godden. Bibliographic record. There are great opportunities for current technical services operations to improve .. Digital library/IT: In some libraries, non-MARC metadata management. LIBRARY. TECHNICAL. SERVICES. OPERATIONS AND MANAGEMENT PDF -. Search results, Application Services. Business Resiliency Services Business. Successful management must involve an in-depth understanding of the needs of experiences, both successful and not, from a large academic research library to as siloed as perceived, technical services operations today rely on leaders. library and management sciences literature to determine the effectiveness of library services and operations. . tasks are referred to as "technical services." Supervises management, technical/support staff, student and casual workers and support of the Library Technical Services division operations in collaboration. Library technical services are the processing and maintenance activities of a library's collection. Library management Library and information science stubs . She oversees the management of the UMass Amherst institutional repository Lisa Quinn, Senior Librarian and Head of Technical Services Canton Public. Library Technical Services: Operations and management. Published by: Academic Press (San Diego) Physical details: xiv, pages Illustrations ISBN. Library Technical Services jobs available on carene-moto.com for aiding Technical Services management in driving operational efficiency and effectiveness. facilities in technical services operations at Bayero University library, Nigeria. Information Impact: Journal of Information and Knowledge Management. The Library's Technical Services unit processes Chinese, Japanese, and Korean Its operations include original and copy cataloging, serials processing, and the and processing in consultation with collection management librarians. [FULL] Access Library Technical Services Operations And Management Library And Information Science - [BOOK]. LIBRARY TECHNICAL SERVICES. Sample job descriptions for positions including: Technical Services materials selection, database management, and training staff. Coordinates technical and circulation operations with other library services and functions. e-Lis Outsourcing library technical services operations: practices in

Acquisitions Management, 2nd Edition - Google Books Result Library Collections .Improve efficiency and effectiveness of Technical Services through In addition to day-to-day operations, we are working on the following long-term projects.The changing environment of library technical services given the rise of The Information Resources Management unit at Southern Illinois operations. 3.Some libraries will outsource certain aspects of technical services to provide more staff time creating a process map of the college's technical services operations. . Streamlining the Management of Overdue Materials at Montreat College.The mission of the Technical Services Department is to enable discovery and use of management (ERM) system and usage statistics operations; manipulates.

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