

# Library Learning Services: Graduate Library Student for Practicum for Library Instruction and Assessment

## About the Program

The UNT Libraries offers a practicum graduate student professional instruction and assessment experience by working with the Humanities and Instruction Librarian.

## Position Description

As a practicum student, you will work closely with the Humanities and Instruction Librarian, entering, analyzing, and looking for trends in assessment data. Working on LibGuides and helping with research instruction classes. While your work with the Humanities and Instruction Librarian will be your primary focus, you will also receive training in public service, dealing with different types of patrons, and working with journal article databases, the UNT Libraries catalog, full text journals, and other print and electronic resources.

We provide a comprehensive training opportunity to prepare you for library instruction.

## Position Responsibilities

### Instruction Assessment

- Enter data for assessment: RefAnalytics, Card Swipe, and Qualtrics
- Assist Humanities and Instruction Librarian in analyzing trends in assessments
- Assist Humanities and Instruction Librarian in LibGuide development, or revision
- Assist Humanities and Instruction Librarian with research instruction classes

### Instruction

- Bibliographic instruction: assisting the Humanities and Instruction Librarian to provide library instruction to students through a one-on-one meeting (in person or virtual), classes, and email.
- Enter card swipe information for instruction classes.
- Maintain reference statistics of instruction sessions.

## Hours and Location

The working schedule is negotiable, based on practicum requirements, and must take place Monday – Thursday between 9 am and 5 pm.

## Minimum Qualifications

You must be enrolled in your practicum and have prior relevant experience. You should also possess these qualifications:

- You must be a master's student in Library and Information Sciences
- Prior relevant experience in a customer service position
- Strong commitment to public service
- Effective interpersonal and communication skills
- General experience with computers and various software products
- Willingness to acquire new skills in a rapidly changing environment

## Preferred Qualifications

- Basic knowledge of electronic databases
- Demonstrated interest in the humanities or social sciences

## Contact for More Information

This position is under the supervision of the Humanities and Instruction Librarian.

If interested, please send your CV or resume and cover letter to Carol Hargis at [carol.hargis@unt.edu](mailto:carol.hargis@unt.edu).