Library Services - Delivery Model

ABBOTSFORD SCHOOL DISTRICT

LLC Teacher

Co-plan and co-teach
Enhance classroom curriculum
Extend learning opportunities

Teach library skills
Create schedules
Facilitate book exchange

Facilitate and manage technology devices
Participate in resource acquisition process

Library Technician

Facilitate book exchange
Manage collections
Catalogue books

Manage devices
Maintain space
Reader advisory

Recover books
Participate in resource acquisition process

Classroom Teacher

Collaborate with library staff
Supervise/model/monitor student behaviour
Select appropriate books
Ensure timely return

Recommend/consult/advise as it relates resource selection
Encourage research in the learning commons

Facilitate book exchange
Run classroom reports
Participate in resource acquisition process

Students

Learn to self-check
Respect library space and services
Be accountable for loans

Student monitors can support with shelving book
Student monitors can help find lost books

Student monitors can support with shelf reading
Participate in resource acquisition process

Parent Volunteers
under guidance and supervision of library staff

Read books to students
Help organize and sort the book carts
Maintain cleanliness of space

Support with book exchange using iPad self check station
Support students with finding books

Help tidy shelves (visually)
Pick up misplaced books and return or place on cart
Help with minor repairs

Non-employees do not have access to login credentials
Non-employees do not have access to private information
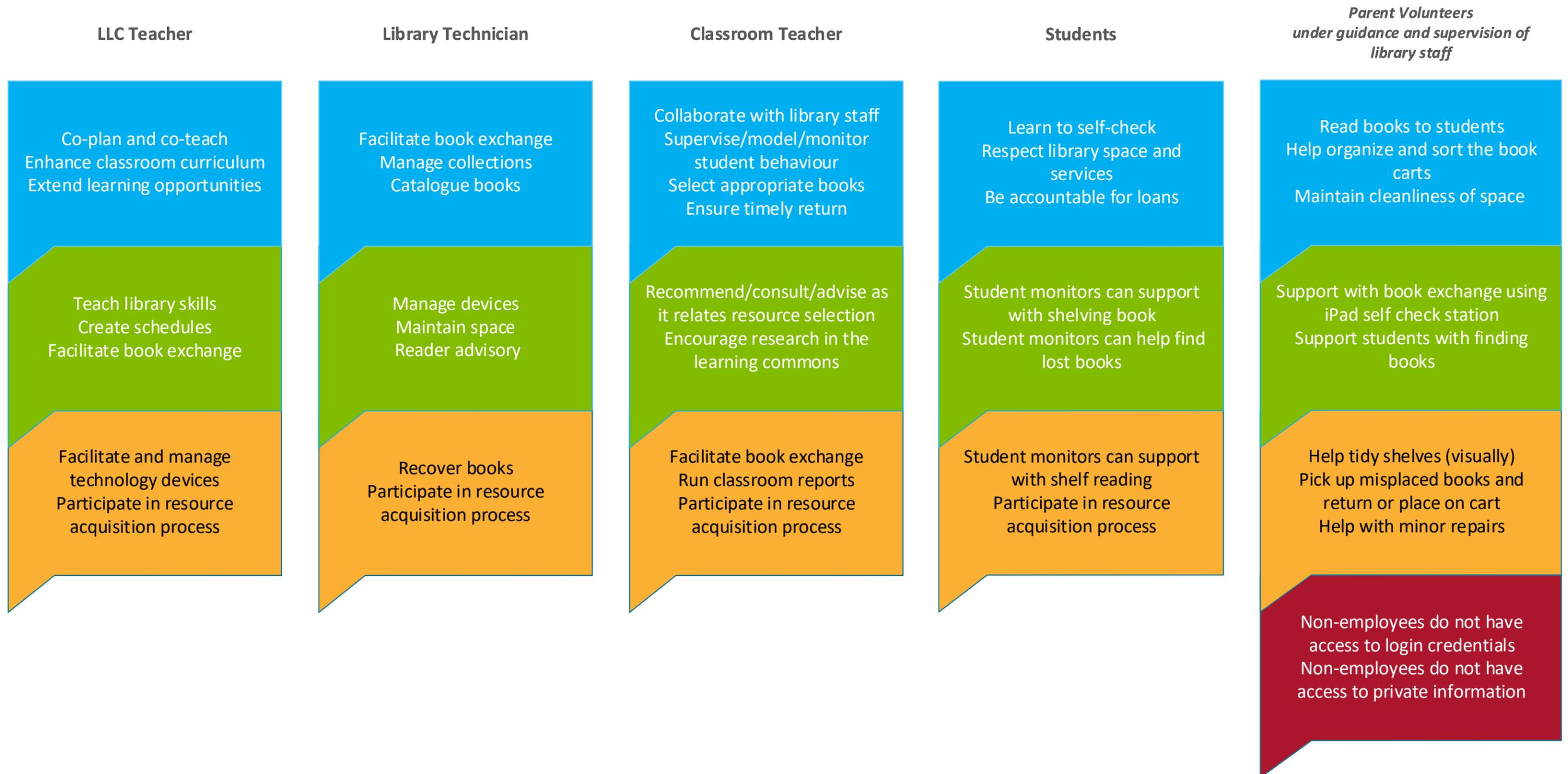
*This is a quick reference guide and priorities may vary from school to school. This is not a comprehensive list of roles and responsibilities or a job description.