

  
**Career Development in a Changing Library Environment**  
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**Forces Affecting the Changing Library Environment**


- ❖ At the center of the advance of technology
- ❖ Aging of the baby boomers
- ❖ Women strong in work force
- ❖ Greater needs for technical skills
- ❖ Corporate restructuring
- ❖ More outsourcing of clerical works
- ❖ More diversified environment
- ❖ More international work situation

  
**Career Development**


- ❖ Surviving on your job or moving up
  - A) How individuals manage their careers *within* organizations
  - B) How organizations structure the career progress of their members
- ❖ Moving on to new career/position

  
**Keys to Good Performance within the Existing Environment**

- ❖ Experience
- ❖ Professional knowledge and skill
- ❖ Judgment
- ❖ Creativity
- ❖ Trainings and conferences
- ❖ Communication skills
- ❖ **Collegiality**

  
**Things to Avoid**

- ❖ Offensive personal attitudes and actions, such as using inappropriate language or tone
- ❖ Not recognizing the need for change
- ❖ Uncooperative behavior with your supervisor and colleagues
- ❖ Allowing negative feelings to overwhelm your good instincts



"We gave the job to Reilly. You have the 'Know Who' but not the 'Know How'."

### The Importance of Collegiality and Friendship

**Reason:** Collegial relationship is key to building a productive career network

**Question:** Trustworthy friends and acquaintances in and out of the organization

### How to Nurture Collegiality

- ❖ Understand your corporate culture
- ❖ **Getting along with your colleagues**
- ❖ **Getting to know your supervisor**
- ❖ Dealing with diversified environment and discrimination
- ❖ Professional trainings and conferences

### How to get along with your colleagues

- ❖ Find common grounds
- ❖ Be friendly
- ❖ Be a team player
- ❖ Give recognition
- ❖ Resist labeling
- ❖ Participate actively in meetings, projects, trainings, and conferences



"You're right boss, less is more.  
The less I do the more you do"

### Earn Respect and Appreciation from Your Supervisor

- ❖ Your supervisor 1) does not have all the power, 2) is not perfect, 3) is not your opponent, 4) needs cooperation
- ❖ Know the strengths and weaknesses of your supervisor
- ❖ Be reliable, be responsible, be transparent, be flexible, be a team player, be supportive, be proactive, and be honest
- ❖ Keep your supervisor informed of your work

### Moving On -- Reasons for New Career Development

- ❖ Pursuit of professional growth
- ❖ Pursuit of higher income and better working conditions
- ❖ Job security
- ❖ Family reasons

### Moving on -- Self-Assessment

- ❖ Are you work-oriented?
- ❖ Are you a risk taker?
- ❖ What do you want to accomplish?
- ❖ What are your strengths?
- ❖ What are your weaknesses?
- ❖ Do you have family support?

**Good Luck!**