

**Job Posting:**

Library Management 565 Student

**Company:**

Southern Connecticut State University- Masters of Library and Information Science Department

**Job Description:**

The MLIS Program of Southern Connecticut State University is looking for an enthusiastic, motivated and open-minded individual to fill the position of a student in the Library Management in the MLIS program curriculum. The student position requires the individual to read and respond to chapters of assigned texts in addition to multiple writing assignments and group projects. The requirements are 10-11 hours a week to be determined by the student. The position will not pay, but will give the student credit towards the MLIS program.

**Job requirements:**

- Undergraduate degree and/or active work experience
- Complete reading and written assignments on time
- Complete assignments to the instructor's requirements
- Participate in class discussions by posted due date
- Engage in discussions with other students on posted topics
- Spend at least 10 hours a week on assignments and readings.
- Perform assignments and readings within two calendar days of due date

**Student must be able to:**

- Work well with others for group projects.
- Understand technologies
  - Familiarity with a variety of computer programs
  - Able to use computers effectively

-Familiarity with Blackboard Learn platform

-Have understanding of various duties

-Able to give and receive constructive criticism

-Be respectful to the ideas of other students

Catagory	Poor (+1)	Average (+2)	Above Average (+3)	Exceeds Expectations (+4)
Reading Assignments	Student fails to read on time or at all	Student reads the assigned materials, but fails to apply the readings to discussion	Student reads and puts reading towards discussion	Student reads and engages in the reading material
Blog Responses	Student does minimal work to blogs, one to two sentences with no substance	Student does adequate work to blog, one to two paragraphs, few references to text	Student does good work with blog, two to three paragraphs, references to text or outside experiences	Student fully engages in blog assignment, two to three paragraphs drawing from experiences based on the text and through personal experiences
Group Project 1	Student doesn't work with others and doesn't finish project on time	Student makes attempt at project, but fails on major points. Finishes on assigned date.	Student attempts project, but makes minor mistakes. Finishes before assigned date.	Student excels in the project and takes control of the project in a respectful way. Finishes on time and coordinates properly with members.
Group Project 2	Student doesn't work with others and doesn't finish project on time	Student makes attempt at project, but fails on major points. Finishes on assigned date.	Student attempts project, but makes minor mistakes. Finishes before assigned date.	Student excels in the project and takes control of the project in a respectful way. Finishes on time and coordinates properly with members.

Technology	Student can't use any technology platforms	Student can use basic word processor, but cannot function with other technology	Student is adequate on BlackBoard, GoogleDocs, and emailing, in addition to word processors and other software	Student excels with technology platforms (BlackBoard, GoogleDocs, Email, Word, etc) and uses these technologies to their best benefit.
Participation	Student doesn't even read other student's blog posts or discussion topics	Student reads other student's blog posts or discussions	Student reads and responds to other student's blog posts	Student reads and actively engages with fellow students in the blog posts and discussions
Independence/ Motivation	Student is not motivated and needs more support than necessary	Student is motivated, but needs assistance to stay on task	Student is enthusiastic and works hard to stay on task	Student is enthusiastic and able to work independently.