

TEACHER LIBRARIANS' WORKING CONDITIONS REVIEW

DET is required under Clause 137 of the ACT DET Teaching Staff Union Collective Agreement 2007-2009 to investigate arrangements for teachers providing specialist services, in particular teacher librarians.

As part of that review the AEU representatives involved will take into consideration the following working arrangements:

Teaching Loads of Teacher Librarians

Primary

1. The teaching duty of primary Level 1 teacher librarians is the same as that for Level 1 classroom teachers, ie 21.5 hours per week. The following types of activities constitute teaching:
 - Lessons in the library.
 - Scheduled library assistance before or after school.
 - Teaching research groups in cooperation with other teachers [eg cooperative planning and teaching [CPT].
 - Working with students and teachers undertaking individual research or otherwise using library resources.

Secondary

2. The teaching duty of secondary Level 1 teacher librarians is the same as that for Level 1 Classroom teachers, ie 19 hours per week. The following types of activities constitute teaching:
 - Lessons in the library.
 - Teaching directly relating to the teacher librarian's qualifications and experience. This should average out to no more than four hours full time equivalent [FTE] per week per teacher librarian.
 - Scheduled library assistance before or after school.
 - Teaching research groups in cooperation with other teachers (eg cooperative planning and teaching [CPT]).
 - Working with students and teachers undertaking individual research or otherwise using library resources.
3. Non teaching/release time for all teacher librarians is designated for such tasks as liaison with teachers, preparation and marking for lessons taught outside/inside the library, preparation for student library assignments, evaluation of units of work, school wide commitments.
4. The teaching load of SLC teacher librarians is the same as that for SLC teachers.

Administrative time

1. Administrative time is fundamental to the Teacher Librarian role and is essential for them to manage, facilitate and develop the library. Such time is to be negotiated by the librarians in their individual sites. However, as a guide it is suggested that the following minimum administrative times should be allocated when classes/organised groups are not scheduled:
 - Primary - 5 hours per week [in useable blocks] within the 21.5 hours per week.
 - Secondary - 5 hours per week within the 19 hours per week.

Lunch Break/ Relief Teaching

1. Teacher librarians are to be allocated a lunch break of the same duration [30 minutes] as other teachers.
2. When the library is open at lunch time the duty should be shared equitably amongst all staff on the playground duty roster.
3. Teacher Librarians' duties should not include relief teaching during teacher absence or internal relief to provide release time to teachers from face-to-face duties.

Qualifications

1. Teacher Librarians have recognised Teacher qualifications and recognised librarian qualifications. These qualifications include: Graduate Diploma of Applied Science [Library and Information Management], Graduate Diploma of Education [Teacher

Librarianship], Master of Applied Science [Library and Information Management], Master of Applied Science [Teacher Librarianship], Master of Education [Teacher Librarianship].

2. Teachers without appropriate teacher librarian qualifications but with an interest in assuming the teacher librarian role are required to attain the qualifications within 4 years of assuming the position. They are also required to demonstrate their commitment to achieving the librarian qualifications by enrolling in an approved course of study for the earliest available intake.

School Services Officers [SSOs]

1. Teacher assistants are important adjuncts to an effective, efficient school library, providing clerical support and operating routine library procedures.
2. SSOs should be provided the opportunity to undertake the Library and Information Studies Diploma through the CIT in order to gain these competencies or to pursue full Teacher Librarian qualifications.
3. Library technicians have become an essential component of the school libraries. Their role is to provide technical support – operating and maintaining library systems and assisting in the provision of reference and information services.