

TITLE: Library Information Specialist

QUALIFICATIONS:

1. Valid State of Illinois Professional Educator License for the grade level assigned with Library Information Specialist Endorsement.
2. Such other qualifications of academic, professional, and personal excellence as the Board of Education may specify.

REPORTS TO: Building Administrator

JOB GOAL: Plan, develop, integrate and direct library services to meet the instructional and informational needs of students and faculty.

PERFORMANCE RESPONSIBILITIES: The Kirby School District 140 teacher is expected to meet the Illinois Professional Teaching Standards – Performance Indicators. Performance responsibilities include but are not limited to:

1. Knows current and developmentally appropriate resources and the strategies for guiding the intellectual access to information.
2. Teaches and directs student and staff use of information resources available within the library resource area, including print, non-print, electronic retrieval storage systems, the Internet, on-line databases, and access to the local and regional library collection holdings for possible inter-library loan requests.
3. Teaches and demonstrates to students how to structure a search across a variety of sources and formats to locate the best information to meet a particular need.
4. Facilitates students' development of information literacy skills.
5. Participates in collaborative planning of interdisciplinary instruction and uses the level of involvement appropriate to the learning activity and goal using a variety of resources and technologies.
6. Creates and maintains inviting, attractive physical spaces that encourage a positive learning climate.
7. Evaluates the effectiveness of the library media program in improving teaching and learning.
8. Demonstrates a variety of effective behavior management techniques appropriate to the needs of all students, including those with disabilities (including implementing the least intrusive intervention consistent with the needs of these students).
9. Models accurate, effective communication when conveying ideas and information and when asking questions and responding to students.
10. Models the rules of English grammar, spelling, punctuation, capitalization, and syntax in

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both written and oral contexts.

11. Communicates with parents/guardians to develop cooperative partnerships in order to promote students' learning and well-being.
12. Contributes to the well-being of one's school community.
13. Collaborates with other professionals as resources for problem-solving, generating new ideas, sharing experiences, and seeking and giving feedback.
14. Follows School District Policies and Administrative Procedures and codes of professional conduct, respecting the boundaries of professional responsibilities, when working with students, colleagues, and families.
15. Reports any suspected child abuse or neglect as required.
16. Performs such other tasks and assumes such other responsibilities as administration may assign, in accordance with Board of Education policies and administrative procedures.

TERMS OF EMPLOYMENT: Salary and fringe benefits in accordance with the current Teachers Collective Bargaining Agreement. 180 work days annually established by the Board of Education.

EVALUATION: Evaluation will be in accordance with the District's Teacher Evaluation Plan.