

### Certificate



#### Program Description:

In conjunction with the West Virginia Library Commission and the Marshall University Libraries, a 33 credit-hour certificate program is now available. The Public Library Technology program consists of six library courses and five general studies courses. All courses for this program will be available on-line. Through this program, students can obtain a certificate that enables them to be competitive in the public library market in West Virginia. Upon completion of the certificate program, the student will be half-way through completing an Associate in Applied Science degree.

#### Career Outlook:

Currently, there are over 170 public libraries in West Virginia; many are staffed by individuals who do not possess an Associate's or Bachelor's degree. According to the West Virginia Occupational Projections, annually there are 18 new openings and 34 replacement openings for library assistants, and 7 new openings and 16 replacement openings for library technicians. The Public Library Technology certificate will offer critical training for individuals currently employed in the field. Monica Brooks, Associate Dean of the Marshall University Libraries, stated "Encouraging the library employees all over the state to further their education is one of our many goals. We also want to build a better workforce and provide educational offerings that are convenient and applicable to their daily work duties. Additionally, we may even entice some non-library folks to get into a wonderful career that has many opportunities for personal and professional growth." Phyllis White-Sellards, Library Technical Assistant II, in the Marshall University Drinko Library said, "Some of these classes will be beneficial to our positions here at Marshall. They can help us keep current with changing technology and library trends."

#### Salary Forecast:

Median annual earnings of library technicians in May 2004 were \$24,940. The middle 50 percent earned between \$18,640 and \$32,600. The lowest 10 percent earned less than \$14,760, and the highest 10 percent earned more than \$40,730. Salaries of library technicians in the Federal Government averaged \$39,647 in 2005. Median annual earnings in the industries employing the largest numbers of library technicians in May 2004 were as follows:

Colleges, universities, and professional schools	\$28,940
Local government	\$23,560
Other information services	\$22,550
Elementary and secondary schools	\$22,510

#### Program Admission Requirements:

The college adheres to an open admissions policy which means applicants with a high school diploma or a GED are eligible for admission. Applicants with neither a high school diploma nor a GED may be admitted on a conditional basis.

**Major Code – CL20**

<b>FIRST YEAR</b>	
<b>First Semester<sup>1</sup></b> ENL 111 Written Communication ..... 3 IT 101 Fundamentals of Computers (EDGE) ..... 3 MAT 115 Business Mathematics..... 3 PLT 220 Public Library Children's & Young Adult Services 3 PLT 230 Public Library Reference ..... 3 PLT 240 Public Library Organization & Administration ..... 3 <b>TOTAL CREDITS..... 18</b>	<b>Second Semester</b> COM 112 Oral Communications ..... 3 PLT 210 Public Library Cataloging ..... 3 PLT 250 Public Library Technology..... 3 PLT 260 Public Library Adult Services..... 3 SS 201 Human Relations ..... 3  <b>TOTAL CREDITS ..... 15</b>
<b>HOURS REQUIRED FOR GRADUATION: 33</b>	

**Employment Opportunities:**

- Library Assistants
- Library Technicians

**Earn A Degree Graduate Early (EDGE):**

This program provides students the opportunity to receive credit for their high school EDGE courses.

**Contact Information:**

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1. The complete PLT certificate may be obtained online.