Hong Kong Library Association Education & Career Forum 2023
香港圖書館協會 教育及職業講座 2023

Academic Libraries
學術圖書館

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15th July 2023  2023年7月15日
Universities Libraries in Hong Kong

- Chinese University of Hong Kong
- City University of Hong Kong
- Education University of Hong Kong
- Hang Seng University of Hong Kong
- Hong Kong Baptist University
- Hong Kong Metropolitan University
- Hong Kong Polytechnic University
- Hong Kong Shue Yan University
- Hong Kong University of Science Technology
- Lingnan University
- University of Hong Kong
Other Higher Education Institution Libraries in Hong Kong

- Caritas Institute of Higher Education
- Hong Kong Chu Hai College
- College of Professional and Continuing Education, PolyU
- Gratia Christian College
- HKCT Institute of Higher Education
- Hong Kong Academy for Performing Arts
- Hong Kong Institute of Technology
- Hong Kong Nang Yan College of Higher Education
- Tung Wah College
- UoW College Hong Kong
- Vocational Training Council
- Yew Chung College of Early Childhood Education
Hong Kong Shue Yan University
香港樹仁大學

- Shue Yan College was founded in 1971 by Dr. Henry H.L. Hu (胡鴻烈博士) and Dr. Chung Chi-Yung (鍾期榮博士)
- The University’s motto is 敦仁博物 (Cultivating virtues of benevolence; broadening horizon and knowledge)
- Moved to Braemar Hill campus in 1985
- Entitled as Hong Kong Shue Yan University in 2006
- The first self-financed University in Hong Kong
Hong Kong Shue Yan University
香港樹仁大學

- 3 Faculties and 12 Academic Departments which offer 19 Undergraduate programmes

- Taught master programmes, Research-based MPhil and PhD programmes
Hong Kong Shue Yan University Library
香港樹仁大學圖書館

Library Mission

- A resource centre to organise various types of materials for learning, teaching and research;
- A learning centre to offer study areas, discussion rooms and reference services;
- A user education centre to provide users with library literacy instructions;
- A service centre to equip the Library with multi-functional facilities;
- A library 2.0 centre to interact with users and design user-centred services;
- A repository centre to keep and archive the intellectual and historical resources of the University.
Located in Library Complex next to Main Academic Building
G/F and 2/F-6/F, around 4,700 meter squares

Library Collections
  Physical Collections -- 350,000 items including books, references, bound journals, rare books and AV materials
  Electronic Collections
    Over 1.5 Million eBook titles;
    Around 100,000 e-Journal titles;
    150 Online Databases;
Features

• China Rare Book Reprinted Collection
• Judicial Gowns Exhibition
• Ten Great National Treasures of Bronze Vessels

Major Projects

• Library System Upgrade
• Library Space and Facilities Renewal
• University Archive
• Institutional Repository
• Self-check Machine
• SEN Corner
Hong Kong Shue Yan University Library
香港樹仁大學圖書館

Library Structure

Senior Vice President

Library Management & Development Committee

University Librarian

Acquisitions & Serials
Cataloguing
e-Resources Management
Learning Support
Research Support
System Services
University Archives
User Services
Traditional Functions
- User Services
  - Circulation Services
  - Facilities Management
- Acquisition and Serials
  - Books Purchase
  - Periodicals Management
- Cataloguing
- Systems
  - Library System Management
  - Web and Mobile Application

Other Functions
- e-Resources Management
  - Online Databases Subscription
- Research Support
  - Graduate Student Support
- Learning Support
- Institutional Repository
- University Archives
Our Work
Hong Kong Shue Yan University Library
香港樹仁大學圖書館

- University Librarian
- Senior Assistant Librarian
- Assistant Librarian
- Senior Library Assistant / Library Officer
- Library Assistant
- Library Attendant

← Major entrance to the field
Requirement of Assistant Librarian

- a Master’s degree in information management or library science or related disciplines;
- have relevant working experience in academic library;
- an excellent command of both written and spoken English and Chinese (including Putonghua);
- proficiency in computer applications, such as MS Word, Excel, PowerPoint, etc.;
- a positive attitude and ability to work as a team player.

PLUS

- Knowledge in the specific library area, for example: Cataloguing, Circulation and Systems etc.
Requirement of Library Assistant

- a Higher Diploma or University Degree in information management or library science or related disciplines;
- proficiency in English & Chinese typing;
- good command of both written and spoken English and Chinese;
- good computer skills, e.g. MS Office applications;

PLUS

- Knowledge in the specific library area, for example: Cataloguing, Circulation and Systems etc.
What is an academic librarian?

What is a librarian? Stereotypes

- Shh!
- Borrowing and returning the books at the counter
- Book shelving
- Cheer the sleeping users up
- “You must read many books in the Library” “No!”
- “Have a long summer holiday!” “No!”
What is an academic librarian? My experience

Business Areas
- Budget Planning
- Business Negotiation
- Human Resource Management
- Marketing & Outreach
- Multimedia Production
- Project Management
- Space Planning
- Strategic Planning
- Users Relationship

Skills & Knowledge
- Building Regulation
- Computer Programming
- Equal Opportunities
- Mobile App Design
- PC and Network System
- Photographic & Graphic Design
- Privacy Protection
- Social Media Administration
- Video Editing
- VR/AR Development
- Web Skills
Staff Size of Local Academic Libraries in Hong Kong

- Over 1,000 Full-time Staff
  - Largest > 200 staff
  - Smallest < 10 staff
- Professional Staff (~ 20-30%)
- Paraprofessional Staff (~ 70-80%)
- Due to different situations in the libraries the rate may be different
Staff Size of Local Academic Libraries in Hong Kong

Large Academic Libraries
- More staff for large user number
- More layers in staff hierarchy
- More resources and budget
- Library staff concentrate on particular duties
- Librarians are specialists in different areas
- More support to the research activities

Small Academic Libraries
- Less staff for less user number
- Less layers in staff hierarchy
- Less resources and budget
- Library staff have multi functions
- Librarians tend to be generalists
- Library services targeted to undergraduate curriculum
Ten tips for librarians looking to future-proof their skill

- Change management
- Proving value
- Creativity and innovation
- Digital Marketing
- Supporting research in a digital world
- Digital literacy
- Marketing
- Digital Information management
- Developing and managing space
- Collaboration

Source: https://librarianresources.taylorandfrancis.com/insights/librarian-skills-development/10-skills-librarians-need-future/
How to prepare to get a job in library?

- Explore different types of libraries
  - Academic libraries
  - Public libraries
  - School libraries
  - Special libraries
- Research library positions
- Consider volunteer work or part-time job
- Check the recruitment job websites
- Visit the libraries
- Apply for available positions
Where are the job opportunities?

- Hong Kong Library Association: [https://hkla.org](https://hkla.org)
- CPJobs by SCMP: [https://www.cpjobs.com](https://www.cpjobs.com)
- Career Times: [https://www.ctgoodjobs.hk](https://www.ctgoodjobs.hk)
- JobsDB: [https://hk.jobsdb.com](https://hk.jobsdb.com)
- University and College websites
Good Luck!
Hope to see you in the Library very soon!