

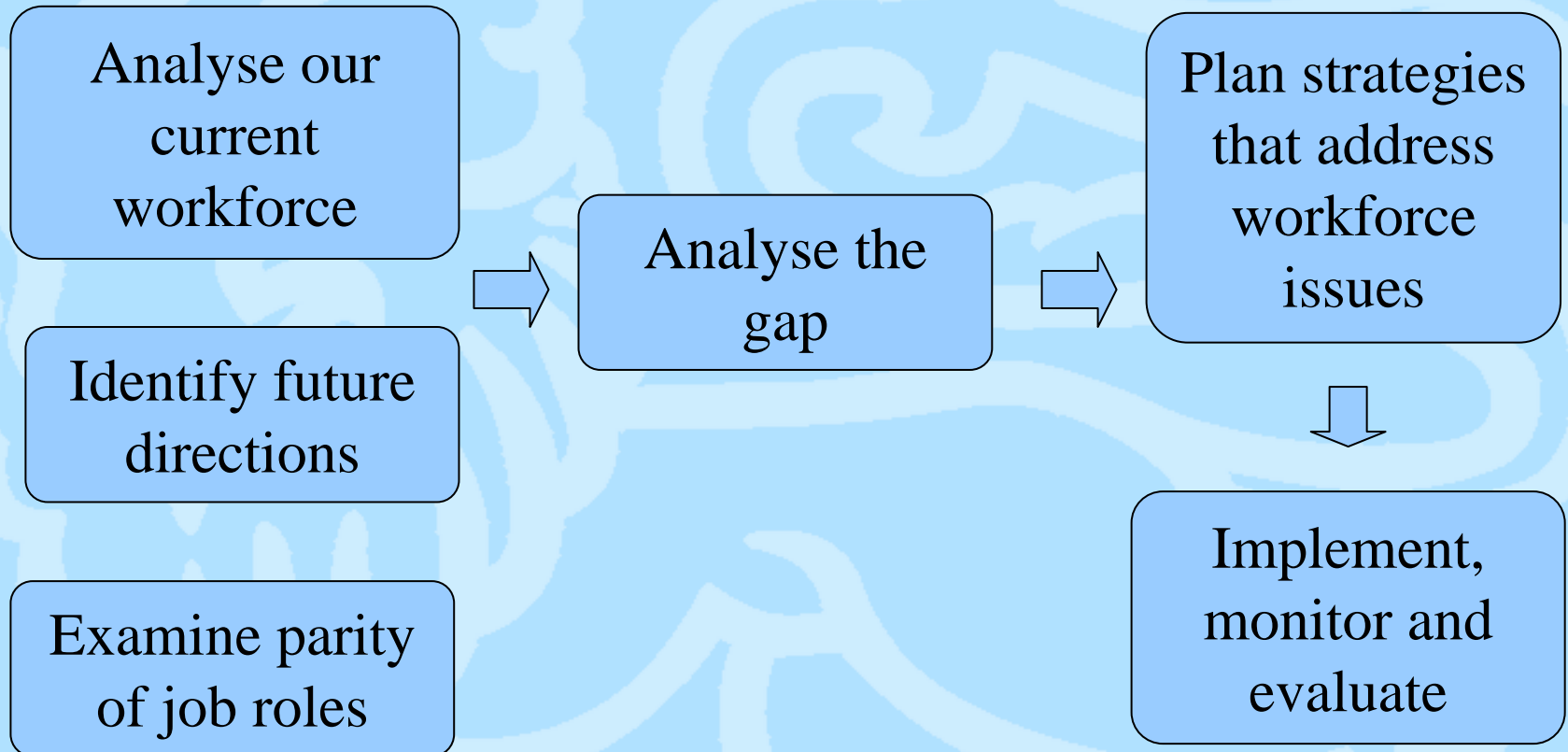
Library Workforce Plan 2006 to 2008

Linda Luther, University Librarian
Deborah Wright, Project Manager

What is workforce planning?

- Workforce Planning is about making sure the University has:
 - The right people
 - In the right place
 - With the right capabilities
 - At the right time

Library Workforce Planning model



How were Library staff involved?

- Information sessions for all Library staff
- Staff survey to help profile current workforce
- Consultation on future directions of the Library and the workforce
 - Team meetings
 - Focus groups of staff representing HEO Levels
- Consultation on recommendations

Who else was involved?

- Stakeholders within the University
 - HR
 - FEU, ITR, Student Services, CCC
 - Associate Deans, Teaching & Learning
 - Research Division
- Stakeholders within the industry
 - State Library of Tasmania
 - TAFE Tasmania
 - School of Information Systems
 - Seven university libraries
- Unions representing General Staff

Workforce planning strategies

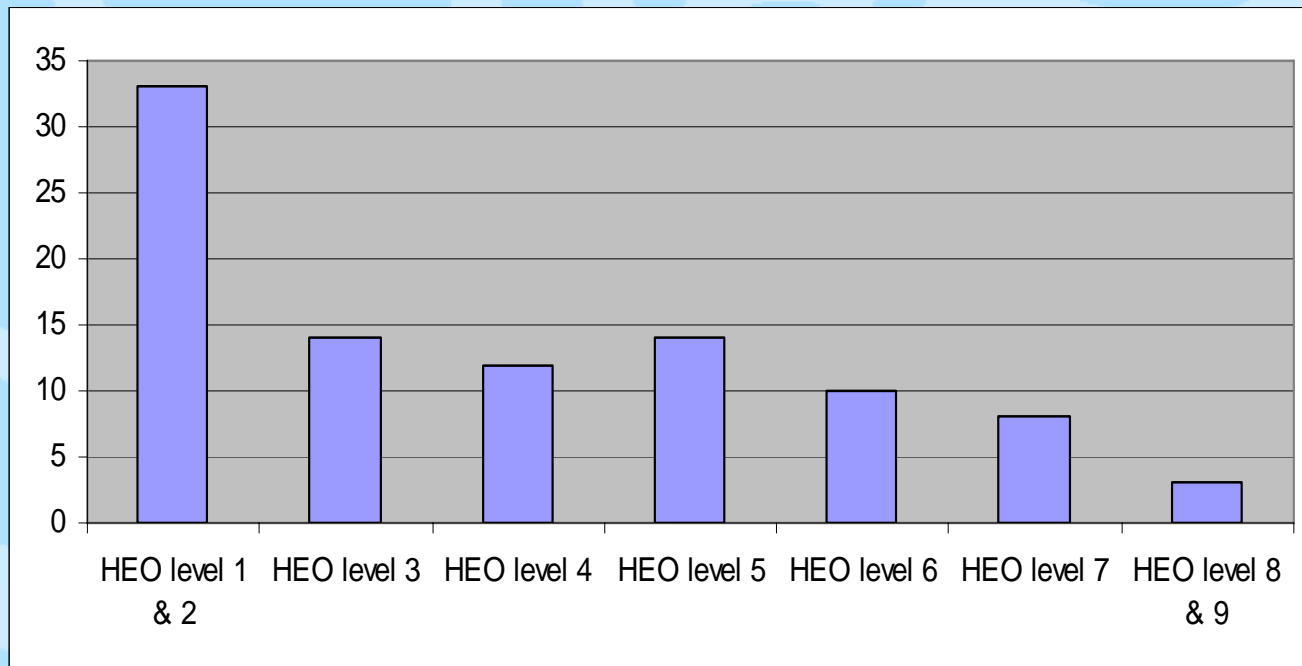
- Qualifications
- Career development
- Position design and classification
- Library structure and staffing
- Retirement and succession management
- After-hours employment

Current Library workforce

- Library work is increasingly complex
- Library qualifications are essential
- Library workforce is well qualified

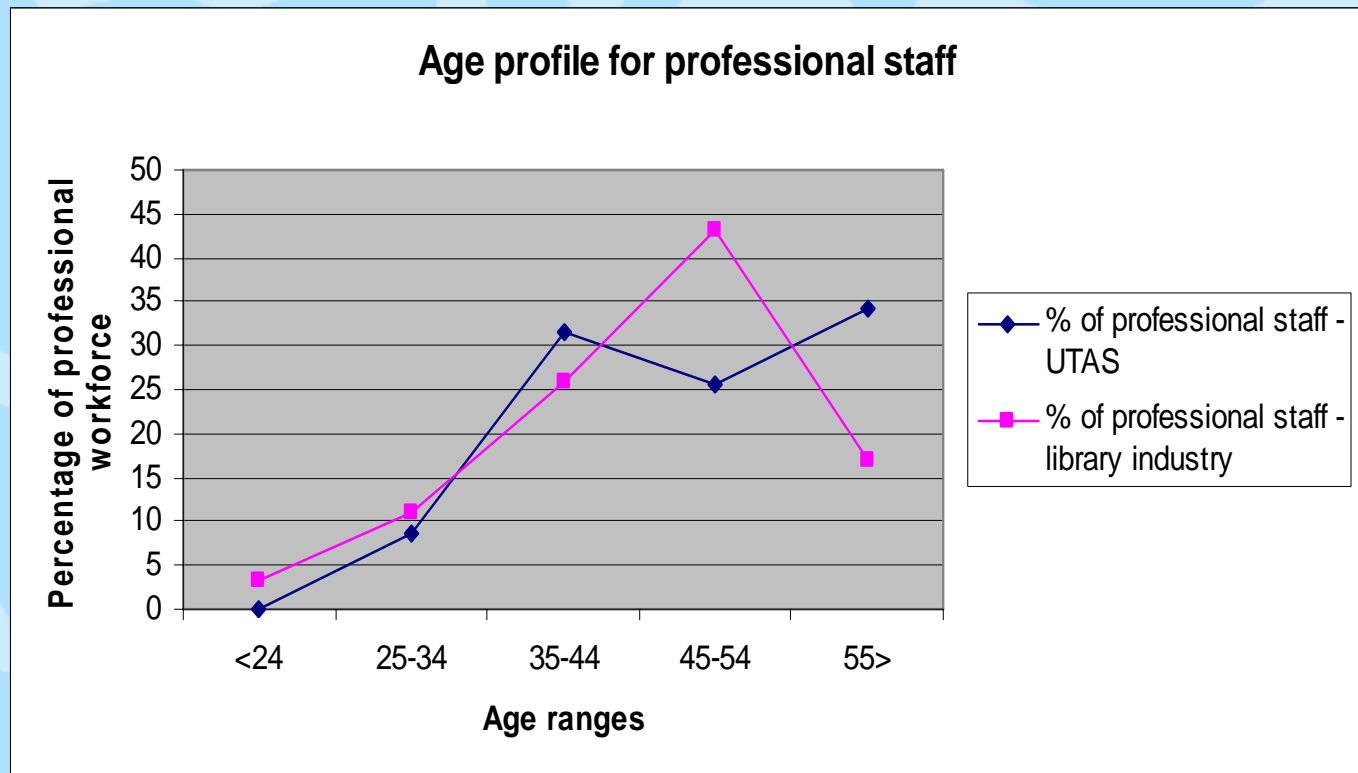
Current Library workforce

- Classification profile



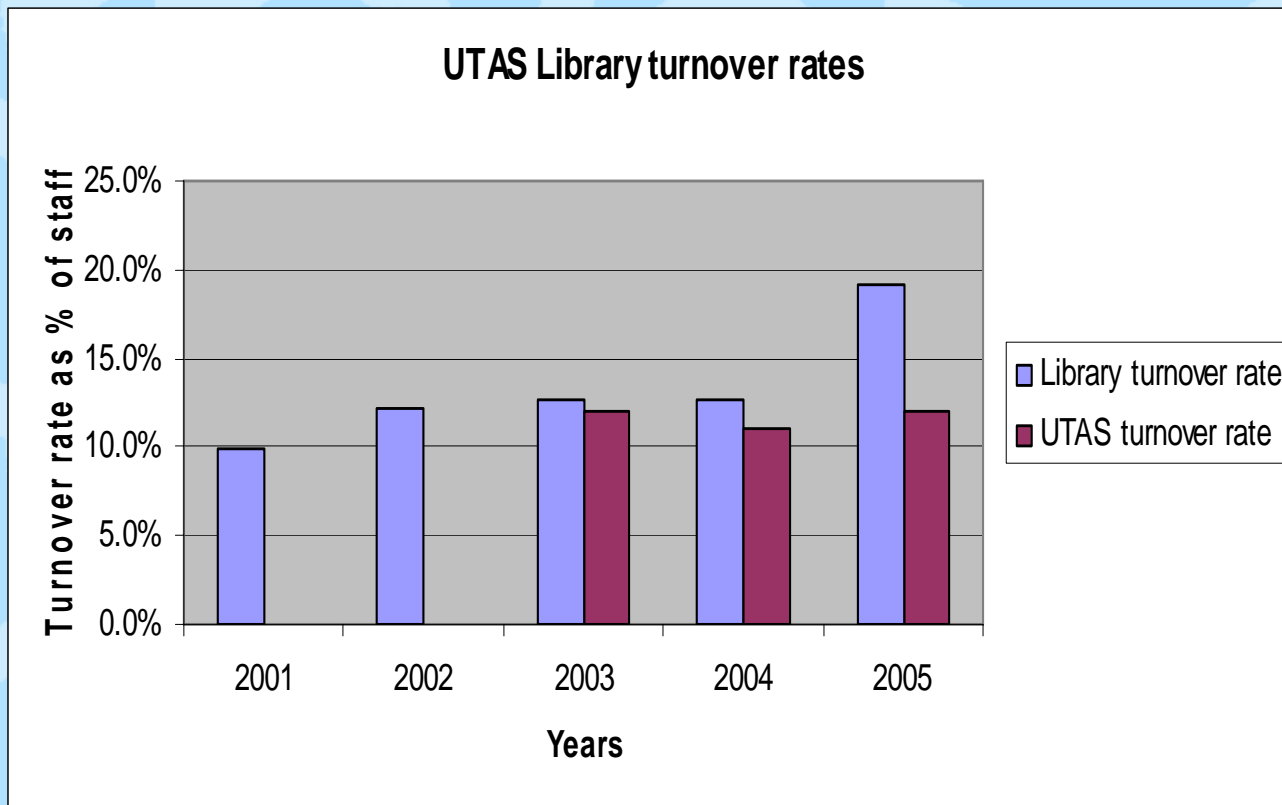
Current Library workforce

- Library has an older workforce



Current Library workforce

- Turnover rate of staff is increasing



Current workforce initiatives

- Study program for staff without qualification
- Reorganisation of Collection Management Unit
- New position at Cradle Coast Campus

Developing the future workforce - critical gaps

- Job role of front desk staff
- Management of user services
- Support for Library systems and web site
- Support for strategic management

Developing the future workforce

- Long-term initiatives
 - Creation of trainee positions
 - Review of document supply services
 - Review of liaison services to Faculties
 - Review of after-hours employment

Library Workforce Plan 2006-2008

- Copies of the printed report are available on request.

Email: Lois.Anderson@utas.edu.au