



Mississippi Library Commission

CONTINUING EDUCATION PROGRAM
JULY 2015 – JUNE 2016

CALENDAR OF EVENTS

August 2015

Statistics Workshop
Directors' Meeting

September 2015

Librarianship 101 Institute
LSTA Workshop

October 2015

Statistics Webinar
Youth Services Webinar
E-Rate Workshop
MLA Conference

November 2015

New Directors' Orientation
Directors' Symposium

December 2015

Building an Autism Resource Center from the Ground Up

January 2016

E-Rate Filing Process
Summer Library Program for Children

February 2016

Summer Library Program for Children

March 2016

Tech Academy on the Road
Summer Library Program for Teens and Adults
Mental Health First Aid for Public Librarians

April 2016

Tech Academy on the Road
Mental Health First Aid for Public Librarians

May 2016

Tech Academy on the Road
Mental Health First Aid for Public Librarians
Summer Library Program Statewide Kickoff

Continuing Education Units demonstrate and document a public library staff member's commitment to lifelong learning.

Continuing Education Units are given for planned learning experiences designed to bring about changes in knowledge, skills, attitudes, or behavior that contribute directly to the delivery of quality library services and competent practice of librarianship. CEUs are not given for business meetings, reports, announcements, breaks, travel time, or meals. CEUs are calculated by the number of contact (instruction) hours that participants are at a workshop or training event.

The Mississippi Library Commission is authorized, through the Mississippi Department of Education, to grant Continuing Education Units. Ten (10) contact hours equals one (1) CEU. All continuing education opportunities offered by the Mississippi Library Commission qualify for CEUs. CEUs are not issued automatically. Participants may request CEUs when signing in at workshops. Certificates are mailed after verification of attendance.

The Mississippi Library Commission may authorize CEUs for library staff through other organizations if said organizations complete the appropriate procedures for authorization of proposed programs. Requesting organizations are responsible for providing certificates to participants after MLC provides the authorization. For more information, contact Joy Garretson at (601) 432-4498 or jgarretson@mlc.lib.ms.us.



Registering for an MLC workshop is easy.

The Mississippi Library Commission accepts registrations after formal announcement of a workshop is made, usually 45 days in advance of the workshop. Formal announcements are made to all public libraries in the state via email. Registering for most workshops can be done conveniently by completing the online registration form linked in the workshop announcement email.

Complete and submit a separate online form for each attendee.

Registration for the Librarianship 101 Institute requires a special registration process. Details about registering for these workshops will be included in the formal workshop announcements.

For additional information about a workshop, contact Lorietha Myers at lmyers@mlc.lib.ms.us or (601) 432-4067 (toll-free 1-800-647-7542).

PUBLIC LIBRARY STATISTICS WORKSHOP

When: August 20, 2015

Where: Mississippi Library Commission

This is an informational workshop for public library directors and staff who are responsible for submitting the annual statistical report. Participants will walk through the online statistical reporting platform and learn how to log in, save information, answer questions, and submit the report. Participants will discuss questions from the report and receive clarifications on report directions.

Intended Audience: Library directors or staff directly involved with library statistics

Time: TBD

Contact Hours/CEUs: 3.0 hours

Trainer: Joy Garretson, State Data Coordinator, Mississippi Library Commission



LIBRARIANSHIP 101 INSTITUTE

When: September 14-17, 2015

Where: Table 100 Conference Center, Flowood, MS

The eleventh-annual Librarianship 101 Institute for public library staff members without a master's degree in library science will focus on Mississippi library history, program planning, collection development, youth services, reader's advisory, reference services, emerging technology, customer service, and more. Participation is through a competitive application process.

Meals and shared lodging will be provided.

Intended audience: Paraprofessional public library personnel

Maximum class size: 24

Contact Hours/CEUs: 18/ 1.8

Trainers: Mississippi Library Commission staff

LSTA GRANT WORKSHOP

When: September 24, 2015

Where: Mississippi Library Commission

This workshop will outline the new rules and regulations for federal Library Service Technology Act grants. Attending this workshop will be an essential step in filing for future LSTA Grants.

Intended audience: Library directors and staff responsible for filing FY17 LSTA grant applications

Time: 9:30 a.m. - 4:00 p.m.

Maximum class size: 55

Contact Hours/CEUs: TBD

Trainers: Jennifer Peacock, Administrative Services Bureau Director, Mississippi Library Commission
David Collins, Grant Programs Director, Mississippi Library Commission



PUBLIC LIBRARY STATISTICS WEBINAR

When: October 1, 2015

Where: Adobe Connect Webinar Platform

This webinar will build on information given in the Public Library Statistics workshop for public library directors and staff who are responsible for submitting the annual statistical report. Participants will view the Bibliostat reporting platform, learn how to answer questions, and discuss any issues with the report released on October 1, 2015. Attendance at the August Statistics Workshop is not mandatory for those wishing to attend this webinar.

Intended audience: Library directors or staff directly involved with library statistics

Time: 10:00 a.m. CST

Maximum class size: 100

Contact Hours/CEUs: 1/ 0.1

Trainer: Joy Garretson, State Data Coordinator, Mississippi Library Commission

YOUTH SERVICES WEBINAR:

Collaborations between Public and School Libraries; Becoming a Media Mentor

When: October 7, 2015

Where: Adobe Connect Webinar platform

Amy Koester will present this hour-long webinar outlining methods for collaborations between public libraries and schools. Koester will also discuss ways for librarians to become media mentors for youths in their libraries. This is a webinar your youth services librarians won't want to miss!

Amy is a Youth & Family Program Coordinator at Skokie Public Library in Skokie, IL, where she manages fiction collections for children and teens as well as coordinates a range of programs for kids and their families. Amy shares her programs and thoughts at The Show Me Librarian and has also shared STEAM program successes on the ALSC Blog and on The Library as Incubator Project. She is one of the Joint Chiefs at the Story-time Underground, a community of advocacy and best practices for youth librarians. She is the editor and blog manager at Little eLit, a site for early literacy in the digital age.

Intended audience: Youth services librarians

Time: 10:00 a.m.

Maximum class size: 100

Contact Hours/CEUs: 1/ 0.1

Trainer: Amy Koester, Youth & Family Program Coordinator in the Learning Experiences department at the Skokie Public Library in Skokie, IL



PLANNING FOR THE E-RATE FILING PROCESS

When: October 13, 2015

Where: Mississippi Library Commission

Learn about updates and changes to current E-Rate program services.

Intended audience: Library directors and/or personnel involved in the E-Rate filing process

Time: 9:30 a.m.-4:00 p.m.

Maximum Class Size: 55

Contact Hours/CEUs: TBD

Trainers: Tammy Jones, E-Rate Consultant for Mississippi public libraries

Gary Rawson, Mississippi Department of Information Technology Services

Vivian Sanderford, Senior Network Specialist for the Mississippi Library Commission

**MLA PRE-CONFERENCE:
National Alliance for Mental Illness (NAMI)**

When: October 20, 2015

Where: Natchez Convention Center; Natchez, MS

Join us for a Major Mental Illness Overview along with information about how librarians can respond to patrons who are in distress and create an environment that is friendly to patrons with mental illness issues. Also learn about the work NAMI does in the state. NAMI Mississippi is made up of family members, peers, behavioral health professionals, and friends working to accomplish the mission of improving the quality of life of persons living with serious mental illness. The organization also provides mutual support, education, advocacy, and research for the friends and families of people with serious mental illness.

Intended audience: All librarians

Time: 1:30-3:30 p.m.

Maximum Class Size: 100

Contact Hours/CEUs: 2/ 0.2

Trainers: Tameka Smith, Executive Director of NAMI Mississippi



**MLA:
Librarianship 101 & 201 Alumni Meeting**

When: Wednesday, October 21, 2015

Where: Natchez Convention Center; Natchez, MS

An alumni meeting for past participants of the Mississippi Library Commission's Librarianship 101 & 201 Institutes. At this 11th anniversary meeting, alumni will share successful library projects that were implemented as a result of attendance at the Librarianship 101 or 201 Institutes.

Intended audience: All librarianship 101 & 201 alumni

Time: 9:30-10:30 a.m.

Maximum Class Size: 50

Prerequisites: Attendance at Librarianship 101 or 201 in previous years.

Contact Hours/CEUs: 1/ 0.1

Trainers: Mississippi Library Commission staff,
Librarianship 101/201 Alumni

NEW DIRECTORS' ORIENTATION

When: November 18, 2015

Where: Mississippi Library Commission

New directors are invited to attend this day-long informative workshop. Participants will increase their knowledge of Mississippi library law & governance; improve skills in working with Boards; become acquainted with MLC services & staff; learn to successfully navigate MLC programs & services; and develop relationships with MLC staff. All new directors are welcome to attend; seasoned directors are welcome as space allows.

Lodging will be available for directors who plan to stay for the Directors' Symposium on November 19-20.

Intended audience: Public library directors

Time: TBD

Maximum Class Size: 20

Trainers: Mississippi Library Commission staff



DIRECTORS' SYMPOSIUM

When: November 18-20, 2015

Where: Mississippi Library Commission

This 3- day interactive workshop will include a regular public library directors' meeting and the following sessions: **Directors' Meeting**

LSTA Grant Idea Share—Facilitated by MLC

Advance Management and Leadership Skills for Library Professionals—Facilitated by Andrew Sanderbeck

Presenter Information:

Andrew Sanderbeck is a recognized expert trainer, coach and consultant on leadership and team development, customer service and developing cohesive management teams. He has owned and operated both retail and manufacturing businesses and has taken his life experiences of working with and owning his companies and turned them into gems of applicable knowledge for his clients. Andrew presents for audiences both domestically and internationally and is the founder of The People-Connect Institute.

Intended audience: Public library directors

Time: TBD

Maximum Class Size: 55

Contact Hours/CEUs: TBD

BUILDING AN AUTISM RESOURCE CENTER FROM THE GROUND UP

When: December 18, 2015

Where: Mississippi Library Commission

Learn how to start an Autism Resource Center in your public library. Erin Busbea will discuss the background of the Columbus Public Library's Autism Resource Center as well as their current work and future plans. She will bring therapy items used in the center and will share methods to expand the center to meet needs of patrons with other special needs.

Intended audience: All librarianship 101 & 201 alumni

Time: 9:30 a.m. - 1:00 p.m.

Maximum Class Size: 50

Contact Hours/CEUs: 3/ 0.3

Trainers: Erin Busbea, Director, Columbus-Lowndes Public Library System



E-RATE FILING PROCESS

When: January 20-21, 2016

Where: Mississippi Library Commission

This workshop is step-by-step walk through the E-Rate filing process. E-Rate beginners should attend both days. Those experienced with the filing process may wish to attend only the second day.

Intended audience: All library staff involved in filing or managing E-Rate applications

Time: 9:00 a.m. - 4:00 p.m.

Maximum Class Size: 55

Contact Hours/CEUs: TBD

Trainers: Tammy Jones, E-Rate Consultant for Mississippi public libraries
Gary Rawson, Mississippi Department of Information Technology Services

Traveling Workshop Series:

The following workshops will take place in locations across the state and at MLC. Each series is grouped around a common theme: Summer Library Program, Technology training, or Mental Health First Aid. We will bring these trainings to MLC and 8 different locations in northern, central, and southern Mississippi.



SUMMER LIBRARY PROGRAM FOR CHILDREN: "On Your Mark, Get Set, Read!"

When: January and February 2016

Where: Orange Grove Public Library (Gulfport, MS)

Philadelphia-Neshoba County Public Library (Philadelphia, MS)

Robinson-Carpenter Memorial Library (Cleveland, MS)

Get an overview of the 2016 summer library program theme at three half-day workshops held across the state. Books, games, crafts, and other activities related to the children's slogan, "On Your Mark, Get Set, Read!" will be presented. Participants are expected to share information and ideas about programs and activities related to this summer's theme.

Intended audience: Librarians and volunteers involved in summer library programming for children

Time: 9:00 a.m. - 1:00 p.m.

Maximum Class Size: 30-40

Contact Hours/CEUs: 3.5/ 0.35

Trainers: Mississippi Library Commission staff



SUMMER LIBRARY PROGRAMS FOR ADULTS: "Exercise your Mind: Read!"

When: March 2016

Where: Adobe Connect platform

This hour-long webinar will give you the tools you need to host a successful summer library program for adults, centered on the theme, "Exercise Your Mind: Read!" Get suggestions for book clubs, displays, crafts, and activities.

Intended audience: Librarians and volunteers who will be involved in summer library programming for adults

Contact Hours/CEUs: 1/ 0.1

Trainers: Mississippi Library Commission staff

**SUMMER LIBRARY PROGRAMS FOR TEENS:
“Get in the Game: Read!”**

When: March 2016

Where: Mississippi Library Commission

Learn how to host a successful summer library program for teens or adults. Jaclyn Anderson will share books and activities related to the Teen theme, “Get in the Game: Read.” Participants are expected to share information and ideas about programs and activities related to this summer’s theme.

Intended audience: Librarians and volunteers involved in summer library programming for young adults

Time: 9:00 a.m.-1:00 p.m.

Maximum Class Size: 40

Contact Hours/CEUs: 2/ 0.2

Trainers: Jaclyn Anderson, Madison County Library System



**SUMMER LIBRARY PROGRAM KICKOFF EVENT:
“On Your Mark, Get Set, Read!”**

When: May 2016

Where: Mississippi Library Commission

Kick off your summer library program with a visit to the capital city! Join with MLC staff as we celebrate the beginning of the 2016 Summer Library Program with a fun-filled morning of activities for all to enjoy. We will have a fun run, storytimes, music, 3D-printing, and more! Light refreshments will be provided.

Intended audience: Library staff, youth services librarians, the public

Time: 9:00 a.m.-1:00 p.m.

Maximum Class Size: N/A

Contact Hours/CEUs: TBD



TECHNOLOGY ACADEMY ON THE ROAD

When: March 2, April 6, and May 4, 2016
Where: Pascagoula Public Library (Pascagoula, MS)
Mississippi Library Commission
Lee County Public Library (Tupelo, MS)

This year, the Technology Academy is heading out into the state for three trainings.

These workshops will be for library staff with basic computer skills. The academy is designed to substantially increase computer skills and enable staff to more confidently and successfully assist library patrons using computers. Participation in the Technology Academy will be limited to fifteen (15) individuals per workshop site.

The workshops will cover the following topics:

- Pascagoula: Cloud computing and eGovernment
- MLC: eGovernment & Electronic Resources for Job Seekers
- Tupelo: Cloud Computing & Electronic Resources for Job Seekers

Intended audience: Library personnel in need of increased computer skills to help better staff and patron interactions

Time: TBD

Maximum Class Size: 15

Contact Hours/CEUs: TBD

Trainers: Roberto Gallardo, MSU Extension Services
Jennifer Nabzdyk, Mississippi Library Commission Network Services





MENTAL HEALTH FIRST AID FOR PUBLIC LIBRARY STAFF

When: March-May, 2016

Where: Jennie Stephens Smith Library (New Albany, MS)

Attala County Library (Kosciusko, MS)

Kiln Public Library (Kiln, MS)

Staff from the Mississippi Department of Mental Health will teach this intensive 8-hour course to library staff. Each workshop will accommodate 20 librarians; attendees can range from front-line staff to library administration. The workshop will focus on people who come into regular contact with the public.

Mental Health First Aid is a public education program that helps the public identify, understand, and respond to signs of mental illness, substance use disorders and behavioral disorders. This 8-hour course presents an overview of mental illness and substance use disorders in the U.S. and introduces participants to risk factors and warning signs of mental health problems, builds understanding of their impact, and overviews common treatments.

The workshop includes content on how important it is to provide assistance to individuals with mental health problems such as depression, anxiety disorders, schizophrenia, bipolar disorder, eating disorders, self-injury, and substance use disorders. In addition, participants learn to recognize and handle crisis situations such as suicidal behaviors, acute stress reaction following trauma, panic attack, acute psychotic behavior, and drug overdose.

Intended audience: Public library staff

Time: TBD

Maximum Class Size: 20

Contact Hours/CEUs: 8/0.8

Trainers: Mississippi Department of Mental Health Staff



Webinar Series



COLLECTION DEVELOPMENT WEBINAR SERIES

When: Monthly, from August 2015-May 2016

Where: Adobe Connect Webinar platform

Each month, we'll tackle a different topic or genre in these Collection Development webinars. Learn about general tips for collecting, useful publications and lists, and awards in each genre. This general information will be followed by a list of related works that you will want to collect for your library.

Watch for a monthly webinar on each of the following topics:

- Nonfiction
- Comics & Graphic Novels
- Audiobooks
- Picture Books
- Resources
- Book to Watch for in 2016
- Young Adult Books
- E-books
- Digital Review Copies
- Middle Grade books

Time: 11:00 a.m.-11:30 a.m.

Maximum Class Size: 100

Trainer: Ally Watkins, Consultant, Mississippi Library Commission

Facilitator: Joy Garretson, CE Training Coordinator, Mississippi Library Commission



WebJunction

WebJunction provides timely and relevant learning content for library workers to access anytime from any computer with an Internet connection. Simply create an account at learn.webjunction.org, and then explore the catalog of library-focused, self-paced courses and webinars. Certificates of completion will be available after you complete any course or webinar that you enroll in from the catalog. You can access the courses by going to <http://www.webjunction.org/>.

Subscribe to *Crossroads*, the monthly e-newsletter that spotlights new learning programs and professional development opportunities at <http://webjunction.org/explore-topics/wj-news/crossroads.html>.

Access courses and webinars on the following topics:

Leadership

- Advocacy
- Budgets & Funding
- Change & Adaptability
- Communication
- Community Relations
- Digital Inclusion
- Friends & Trustees
- Innovation & Creativity
- Legal Responsibilities & Ethics
- Organizational Management
- Partnerships & Collaboration
- Planning & Coordination
- Staff Management

Staff Training

- Competencies
- Create & Deliver Training
- Manage Staff Training
- Personal Growth and Development
- Resources for Learners

Library Service

- Children
- Collections
- Customer Service
- Digital Literacy
- Government Information in the 21st Century
- Marketing & Outreach
- Needs Assessment
- Older Adults & Seniors
- Policies
- Programming
- Public Libraries & Access to Justice
- Readers Advisory
- Reference
- Space Planning
- Spanish Speakers
- Teaching Patrons
- Workforce Services
- Young Adults & Teens

Programs

- Geek the Library
- Health Happens in Libraries
- Project Compass
- Rural Library Sustainability Program
- Spanish Language Outreach Program
- Strengthening CE Content for Libraries
- Supercharged Storytimes

Technology

- Computer & Internet Basics
- Computer Cookbooks
- Computer Equipment
- E-Rate
- E-Readers & Other Mobile Devices
- Integrated Library Systems & Databases
- Managing Public Computers
- Networking Public Computers
- Office Applications & Other Software





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