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## Coordinating Information Resources (With Reference on my Mind)

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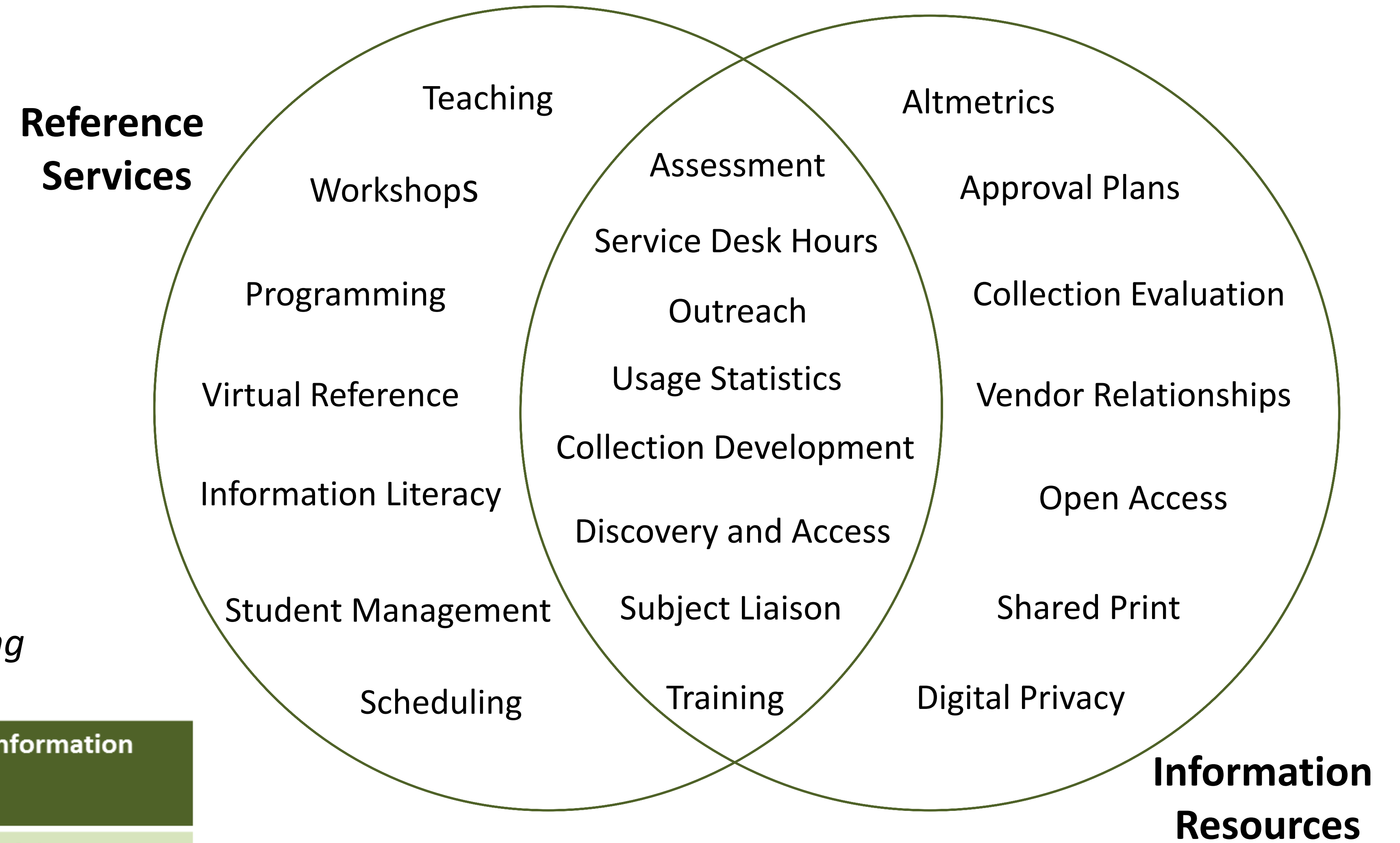
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## Information Resources Coordinator: Major duties

- Support institution-wide assessment initiatives through collection analysis
- Facilitate requests from faculty and reference librarians for new resources
- Communicate information about resources to library staff
- Secondary assignment as subject liaison
- This is a new position and remains open to refinement

*In a way, the reference librarian is my client, and remembering the reference interview is a helpful way to make sure I am communicating effectively.*



Despite the different area of focus, there are many ways in which my time as a reference librarian informs my new role in technical services, and the two roles have many overlaps. The focus for both roles is on supporting research and student learning through effective and strategic communication of resources and supporting data for library decision-making.

While the Information Resources Coordinator position is part of technical services, the secondary subject assignment and time spent working directly with users at the service desk is essential for keeping user experience at the forefront.

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**CARDLIG-S Fall 2015**

What I wanted to know about collections and collection development as reference services coordinator	With this in mind, what are my goals as information resources coordinator?
How are existing reference and other resources being used? What do these usage statistics mean?	<ul style="list-style-type: none"> <li>• Contextualize usage statistics in a meaningful way, whether through visual design, interactive workshops, or other</li> <li>• Always explain any data – never send it raw</li> </ul>
What resources do students and other users find the most helpful and easy to use?	<ul style="list-style-type: none"> <li>• Highlight collections topics as co-facilitator of library student advisory board to find out what students want and what they think about current collections</li> </ul>
This database has so much functionality. How do I best teach students how to use it?	<ul style="list-style-type: none"> <li>• Coordinate meetings and workshops with vendors</li> <li>• Share updates and best practices about specific resources on library blog</li> <li>• Hold workshops and training sessions on new resources</li> </ul>
How much does this new resource cost? Does it fit into our budget?	<ul style="list-style-type: none"> <li>• Develop process for real-time budget sharing</li> <li>• Check on prices for new resources</li> <li>• Track current offers from consortia such as SCELIC and CRL</li> </ul>
A faculty member wants a new resource. How can we get it?	<ul style="list-style-type: none"> <li>• Develop streamlined, effective way to keep librarians up to date on purchase/subscription requests via “Wish List”</li> <li>• Promote new resources to librarians as well as outside the library to highlight value</li> </ul>
This e-book isn’t loading properly. How do I help users access what they need online?	<ul style="list-style-type: none"> <li>• Serve as liaison between teaching librarians and technical services department to double-check settings on our e-book platforms and troubleshoot electronic resources access</li> </ul>