College of DuPage LTA Program

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College of DuPage
LTA Program

American Library Assn. certified for the Library Support Staff Certification

- The LTA Program has been with the College since its beginning in 1967!
- The Program Offers:
  - an LTA Certificate
  - an Associate’s Degree (AAS)
College of DuPage
LTA Program

- Trains students to become an integral part of the library team
- Recognizes the need for skilled paraprofessional workers in today's libraries
- Provides a well rounded overview of library operations
- Offers opportunities for all library workers to update their job skills
Courses provide the student with
- Hands on experience
- training for task-oriented responsibilities
- practical, functional, marketable job skills
- a “key” to open the door to many specialized library jobs
How can I take classes?

- Complete your program either on campus or online
College of DuPage LTA Program Course Offerings

- **1101** Intro to Libraries in the Information Age
- **1102** Intro to Reference and Information Services
- **1103** Acquisition of Library Materials
- **1104** Essential Library Workplace Skills
- **1105** Readers Advisory
- **2100** Introduction to Cataloging and Classification
- **2200** Serving the Public in Today’s Libraries
- **2300** Multimedia Services and Equipment
- **2600** Library Practicum
- **1820** Selected Topics in Librarianship
College of DuPage LTA Program Jobs for LTA’s in Libraries

- Reference Assistants
- Circulation staff
- Department heads
- Children’s Programming
- Information Specialists
- Cataloging and technical processing
- Serials Management
- School Library Workers
College of DuPage LTA Program
How can the Coordinator help?

- Serves as your academic adviser
- Places you in your internship
- Provides job leads
- Provides career information
- Teaches some courses
Are There LTA Programs at other colleges?

- College of Lake County
- Wright City College
- Joliet Jr. College
- Waubonsee Comm. College
  - These are similar but not standardized programs
College of DuPage LTA Program
Can you get a Degree?

- AAS
  - 64-66 credits
  - 31 LTA credits apply
  - 33-35 additional hours in general education
  - light on the basics if you wish to transfer to a four-year institution
Can I get a degree?

- AA or AS
  - 10 LTA credits apply
  - 54 general education credits

- Advantages
  - Transfers to some four-year schools
  - Well rounded education
  - Employers may value this
College of DuPage LTA Program
LTA Certificate

- 31 credit hours
- 9 LTA courses
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Library Practicum

- 75 hours of hands-on experience
- Experience in
  - technical services, circulation, reference, children’s services, business office
- Five seminars
  - Building a portfolio
  - job search
  - interviewing
  - resumes
  - sharing of experiences
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What is the Salary Range?

- Average hourly rate: $16.00
- 3/4 part-time
- 1/4 full-time
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Must I take a Keyboarding Test?

- YES!
  - 35 wpm
  - Taken at C.O.D. or
  - Your library system
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Age of LTA Students

- Less 25
- 31-35
- 41-45
- 51-55
- 60+

Number of Students
College of DuPage LTA Program
Place of Employment

Library: 53%
Business: 17%
Not employed: 30%