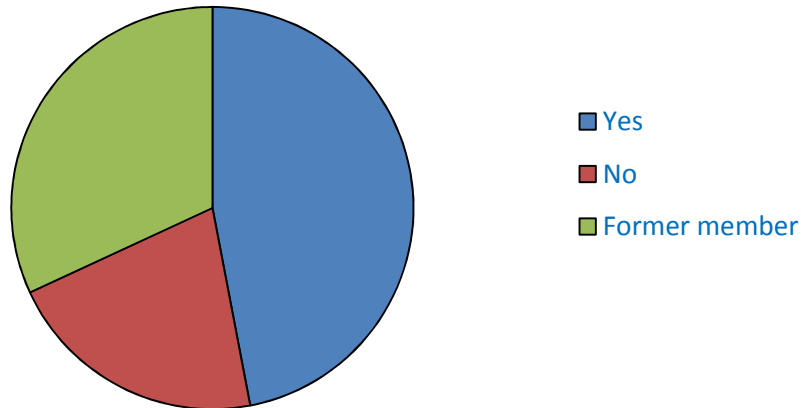


# 2017 AALT Employment Survey

Are you a member of the Alberta Association of Library Technicians?		
	Percent	Count
Yes	47%	78
No	21%	35
Former member	32%	53

## Are you a member of AALT?



If you selected Former member, why have you chosen not to renew your AALT membership?
Forgot
Budget/cost
Out of province
Specific interest areas not covered
Pursuing MLIS

Do you live or work in Alberta?		
	Percent	Count
Yes	96%	160
No	4%	6

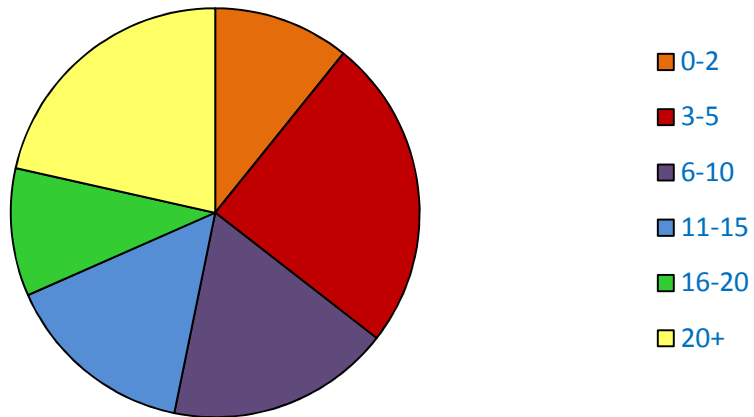
What is your city/town of employment?	
Edmonton	57
Calgary	24
Sherwood Park	8
Spruce Grove	6
Red Deer	5
Fort Saskatchewan	5
Fort McMurray	4
St. Albert	4
Calmar	3
Drayton Valley	3
Grande Prairie	3
Lethbridge	3
Rocky Mtn House	3
Rural Alberta	3
Cold Lake	2
Leduc	2
Okotoks	2
Out of Province	4
Peace River	2
Strathmore	2
Other	21

What is your employment status?		
	Percent	Count
Full time permanent	69%	114
Full time temporary	2%	3
Full time contract	2%	4
Part time permanent	18%	30
Part time temporary	0%	0
Part time contract	2%	4
Currently seeking full time employment	4%	6
Currently seeking part time employment	2%	3
Not currently in the work force	4%	6
Casual	1%	2

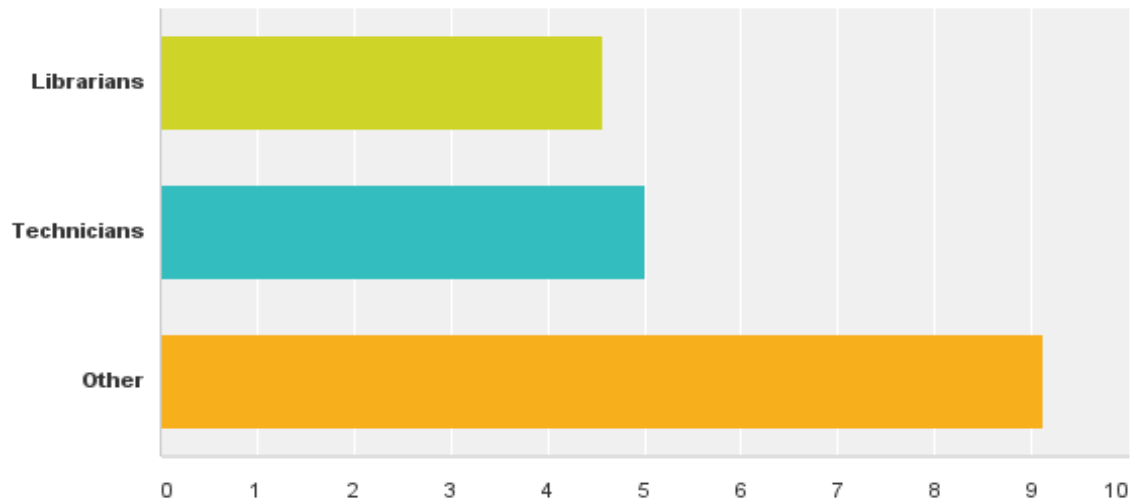
What is the nature of your employment?		
	Percent	Count
Library	87%	141
Non-library	7%	12
Alternative library career	6%	9

How many years of library experience do you have?		
	Percent	Count
0-2	11%	17
3-5	25%	39
6-10	18%	28
11-15	15%	24
16-20	10%	16
20+	22%	34

How many years of library experience do you have?



## What is the staff breakdown in your library?



## If you answered 'other' to the above question, what are the other staff in your library?

A/V

Accounting

Acquisitions

Administration

Archivist

**Assistants:** Circulation or Library

Bookmobile Specialist

Conservation

Drivers

HR Coordinator

ILL Shipping Staff

Interlibrary Loans Staff

IT Staff

Library Director

Library Manager

Library Service Coordinator

Maintenance

Marketing

**Pages:** Library, Student

Processor

Professional Writer

Programming

Programs Coordinator

Secretary

Shelvers

Shipper/Receiver

**Specialists:** Communication, Customer Service, Circulation, Bookmobile, IT

Stack Technicians

Staff Circulation

**Student Staff:** MLIS, Library Technician, Casual

Teacher

Teacher Librarian

Technical Services

**Various Staff without library-specific education**

Volunteers

**What level(s) of library education do you hold? (check all that apply)**

	Percent	Count
<b>Library Technician Diploma</b>	84%	125
<b>Library Technician courses</b>	6%	9
<b>MLIS/BLS</b>	3%	5
<b>Small Library Operations Certificate</b>	5%	8
<b>No formal library training</b>	6%	9

**What non-library accreditation(s) do you hold? (check all that apply)**

	Percent	Count
<b>Certificate</b>	31%	28
<b>Diploma</b>	40%	36
<b>Professional designation (e.g. CPA)</b>	2%	2
<b>Bachelor's degree</b>	40%	36
<b>Master's degree</b>	0%	0
<b>Doctorate</b>	0%	0
<b>Other</b>	7%	6

**In which field or discipline do you hold these accreditations? Answers included...**

Animal Health  
 Anthropology  
 Archives  
 BA in Arts, Education, Fine Arts, History, Music, Religious Studies, Science or Sociology  
 Bookkeeper  
 Business Administration  
 Computer Applications  
 Cosmetology  
 Early Childhood Development  
 Education  
 Engineering  
 Film Arts, Scriptwriting  
 Health Care  
 Information Management & Library Technology  
 International Baccalaureate  
 Linguistics  
 Management  
 Massage Therapy  
 Medical Terminology  
 Office Administration  
 Oil and Gas  
 Parts Technician  
 Radio  
 Records Management  
 Registered Medical Technologist  
 Secretarial Arts  
 Six Sigma Black Belt  
 Sociology  
 Special Education  
 Technical Writing  
 Travel & Tourism  
 Veterinary Technology

**Have you taken any post-secondary courses without completing accreditation?**

	Percent	Count
<b>Yes</b>	54%	76
<b>No</b>	47%	66

**If yes, what courses have you taken?**

Accounting  
 Anthropology; Cultural courses  
 Art History, Children's fiction, Canadian fiction, Editing courses  
 Art photography  
 Art, Forensic anthropology, Archaeology class  
 Art, History, Psychology, Education  
 Audio recording  
 Copyright Law, Leadership Workshops  
 Creative writing, Environmental biology, Peacebuilding, French, Microsoft Word, Excel  
 Database Administration  
 Economics  
 Essay writing; Writing for Magazines; Editing and proofing  
 Excel, Management courses  
 Writing Essentials course  
 Graphic Design  
 Greek mythology  
 History, Political Science, general arts courses, geared to Bachelor of Arts Degree (B/A).  
 Human Resources  
 In-house courses as ongoing training.  
 Wordpress  
 Law, Management, Time Management  
 American Sign Language, Level 1  
 Medical terminology  
 Midwifery Education Program at McMaster University (partial)  
 MOOC Classes  
 MS Office, Research techniques, Livelink  
 Networking, Server administration, other IT related courses  
 Online courses in archives and document and photo preservation  
 Partial Bachelor Degree  
 Partial Library Technician diploma or courses  
 Piping design  
 Proview training, Winter Institute on Statistical Literacy for Librarians  
 Public Relations; Business; Marketing  
 Records information management.  
 Spanish  
 Statistics, Post-library Diploma  
 Supervision  
 Travel consultant  
 Volunteer Management, Business Translation (English, Danish, Spanish)  
 Web Development  
 Writing  
 XML, a variety of computer and coding courses

**Please check your work environment type (check all that apply)**

	Percent	Count
Elementary school	14%	21
Elementary/Jr. High school	5%	7
Jr. High/Middle school	8%	12
Jr. High/Sr. High school	3%	5
K-12 school	2%	3
Sr. High school	7%	10
Special library	5%	8
Corporate library	0%	0
Law library	3%	4
Medical library	3%	4
Non-profit library	2%	3
Federal government library	0%	0
Provincial government library	3%	5
University library	12%	17
College library	10%	15
Public library	23%	34
Regional library system	5%	8
Alternative career	1%	1
Archives	1%	1
Non-library environment	4%	6
Records management	3%	5
Not currently employed	4%	6
Student	3%	4
Other	5%	7

**What designation is your library known by?**

	Percent	Count
Library	80%	93
Learning Commons	21%	24
Other		17

**Other responses included...**

Document Control
Knowledge Resource Service, Knowledge Resource Centre
Laboratory
Library Commons, Library Learning Commons
Library System

## Regular Job Functions

It is important to have a clear picture of what functions library technicians are performing in the workplace. From the following list of duties, check all that you perform on a regular basis (daily or weekly) **Please check all that apply.**

Function	Count
Circulation	84
Internet searching	81
Cataloguing	70
Collection development	61
Online database searching	61
Acquisitions	60
Administrative duties	59
Reference	59
Collection maintenance	58
Data entry	54
Displays	52
Processing	49
Shelving	48
Financial responsibilities	47
Programming events/activities	42
Advocacy	41
Children services	41
Instruction	40
Supervising students	39
Database maintenance	37
Training staff	37
Interlibrary loans	34
Writing manuals/documentation	34
Public relations	33
Serials	33
Document delivery	32
Inventory	32
Textbook management	30
Audio-visual	29
Records management	29
Computer/LAN admin	28

Function	Count
Supervising staff	28
Current awareness/routing	25
Reading/story hour	25
Website development/maint.	24
Outreach	23
Reserves	21
Marketing	19
Testing new products	19
Tours	19
Archives	18
Fundraising	17
Recruitment	15
ILS administration	14
Electronic publishing	12
Indexing	12
Graphic design	9
Library board	9
Pamphlet/vertical file	8
Looseleaf update filing	7
Programming scripts, apps, software	6
School board	1

## Occasional Duties

It is important to have a clear picture of what functions library technicians are performing in the workplace. From the following list of duties, check all that you perform occasionally (monthly, semi-annually, annually)

**Please check all that apply.**

Function	Count
Training staff	38
Reference	37
Advocacy	36
Interlibrary loans	34
Inventory	34
Writing manuals/documentation	33
Administrative duties	31
Audio-visual	31
Tours	30
Displays	28
Online database searching	25
Website development/maintenance	25
Archives	23
Collection maintenance	23
Computer/LAN admin	23
Instruction	23
Collection development	21
Marketing	21
Processing	21
Shelving	21
Testing new products	21
Supervising students	20
Fundraising	19
Graphic design	19
Outreach	19
Programming events or activities	19
Data entry	18
Internet searching	18
Records management	18
Acquisitions	17
Cataloguing	17

Function	Count
Database maintenance	17
Financial responsibilities	16
Public relations	16
Supervising staff	16
Document delivery	15
Recruitment	15
Serials	15
Current awareness/routing	14
Electronic publishing	14
Circulation	13
Reserves	11
ILS administration	10
Library board	9
Reading/story hour	9
Children services	7
Looseleaf update filing	7
Maintaining pamphlet or vertical file	7
School board	7
Indexing	6
Programming scripts, apps or software	5
Textbook management	4



# Library Techs in Supervisory Roles

It is important to have a clear picture of what functions library technicians are performing in the workplace. From the following list of common duties, please check all that you supervise. **Please check all that apply.**

Function	Count
Shelving	20
Circulation	12
Interlibrary loans	12
Displays	10
Inventory	9
Data entry	8
Processing	8
Supervising staff	8
Cataloguing	7
Reading/story hour	7
Serials	7
Acquisitions	6
Collection maintenance	6
Database maintenance	5
Outreach	5
Programming events or activities	5
Current awareness/routing	4
Looseleaf update filing	4
Marketing	4
Reserves	4
Supervising students	4
Tours	4
Archives	3
Audio-visual	3
Children services	3
Collection development	3
Document delivery	3
Graphic design	3
Indexing	3
Instruction	3
Programming scripts, apps or software	3

Function	Count
Records management	3
Reference	3
Training staff	3
Website development/maintenance	3
Administrative duties	2
Electronic publishing	2
Financial responsibilities	2
Fundraising	2
Pamphlet/vertical file	2
Public relations	2
Textbook management	2
ILS administration	1
Library board	1
Online database searching	1
Recruitment	1
School board	1
Testing new products	1
Writing manuals/documentation	1
Advocacy	0
Computer/LAN admin	0
Internet searching	0

**Additional tasks not listed in the preceding pages include...**

Accounting, payroll  
 Archives: including describing and creating finding aids and helping with research collection  
 Committees within institution  
 Connecting non-fiction materials to stories we read at library time/storytime  
 Daily outdoor supervision  
 Digitization  
 Drama club filming/editing  
 eBook collection development and consortiums  
 Editing and proofing documents  
 Assigning ISBN to government publications  
 Interaction with member library staff, vendors, authors etc.  
 Interpreting FOI & PIPA legislation  
 Maintaining the knowledge base  
 Maintaining vending machine, coffee machine, etc.  
 Makerspace programing and development  
 Moodle assistance, libguides  
 Repairing equipment  
 Scheduling staff  
 Social media  
 Statistical analysis ; project management  
 Supervising classes/students  
 TAL Card duties  
 Teaching an advisory class of 18 students, tutorials  
 Technology and Makerspace  
 Training volunteers  
 Upkeep and maintenance of all library technology  
 Volunteer training and management

**Who, if anyone, do you supervise? (Check all that apply)**

	Percent	Count
<b>Students</b>	43%	62
<b>I do not supervise</b>	37%	53
<b>Volunteers</b>	30%	43
<b>Library clerks</b>	17%	24
<b>Other technicians</b>	13%	19
<b>Other library staff</b>	10%	15

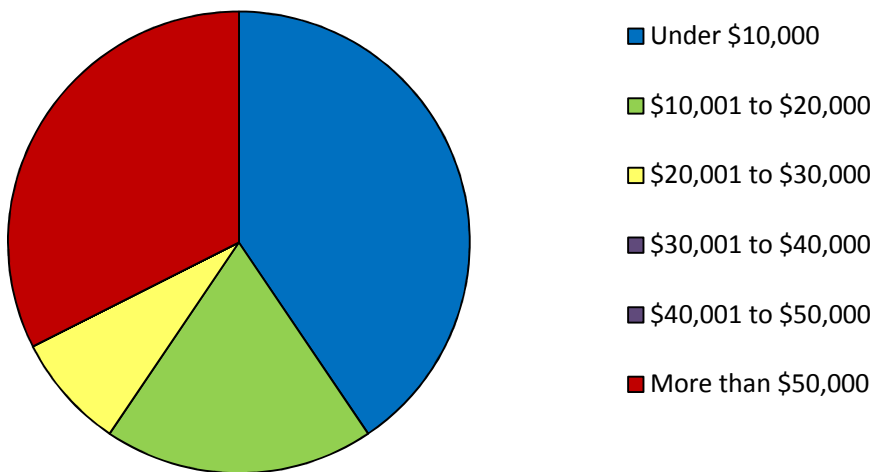
**Do you maintain or set up an annual budget?**

	Percent	Count
<b>Yes</b>	54%	33
<b>No</b>	46%	28

**If you answered Yes above, how much is your annual budget? (Check only one)**

	Percent	Count
<b>Under \$10,000</b>	41%	15
<b>\$10,001 to \$20,000</b>	19%	7
<b>\$20,001 to \$30,000</b>	8%	3
<b>\$30,001 to \$40,000</b>	0%	0
<b>\$40,001 to \$50,000</b>	0%	0
<b>More than \$50,000</b>	32%	12

### How much is your annual budget?



Do you set library policy?		
	Percent	Count
Yes	15%	21
No	57%	83
Some	28%	41

Who does set policy within your library?		
	Percent	Count
Librarian	32%	38
Management (non-library trained person or group)	20%	24
Library Board	24%	29
Other (please specify below)	24%	28

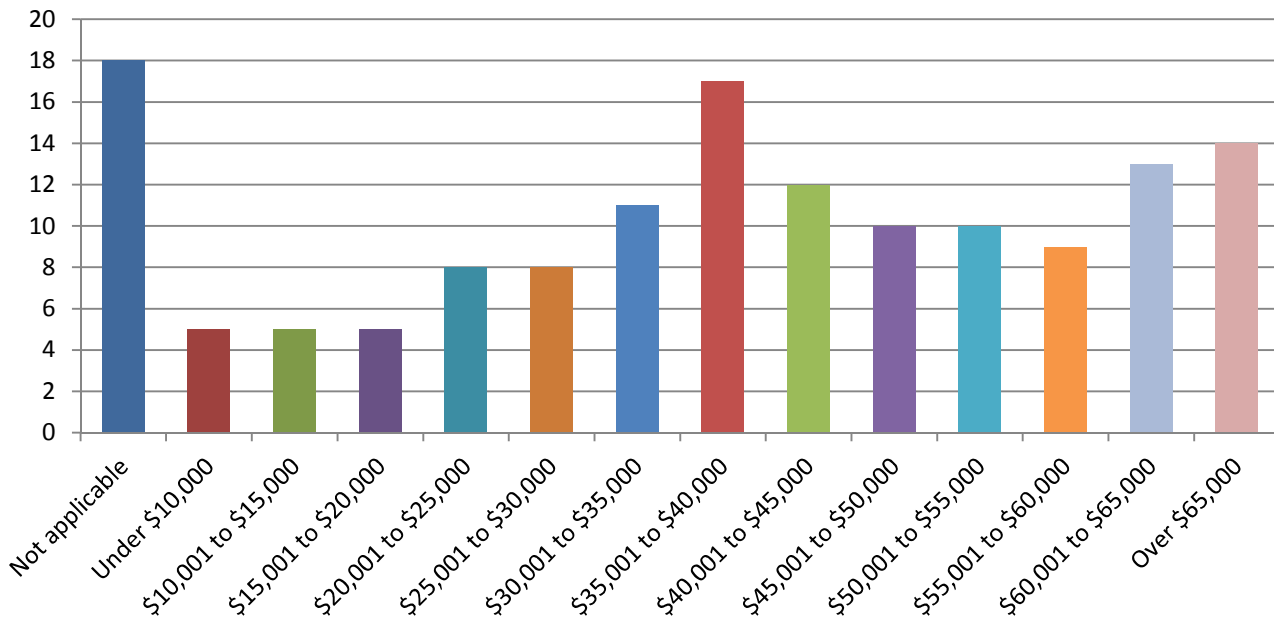
- Other responses included...**
- Central Manager
  - Collaborative team effort at various levels (eg. Techs and Librarians, Techs/Admin and District)
  - District Librarian
  - District Office
  - Group of Professionals within the school and contract hires
  - Library Board and Director
  - Library Director
  - Library Manager (Technician) and Library Committee (Lawyers)
  - Library Tech and School Admin
  - Library Techs have meetings with a representative of school board to discuss major policy changes
  - School Admin and Business Manager
  - School Board
  - School District or Division
  - School Principal
  - School Trustees
  - Teacher Librarian
  - University Librarian and Library Management Group.

**How is your salary negotiated?**

	Percent	Count
I negotiate my salary	9%	13
Set by a governing body	39%	56
Union/Professional association	42%	61
Other (Please specify below)	10%	15

**What was your gross income in the previous year from library-related work?**

	Percent	Count
Not applicable	12%	18
Under \$10,000	3%	5
\$10,001 to \$15,000	3%	5
\$15,001 to \$20,000	3%	5
\$20,001 to \$25,000	6%	8
\$25,001 to \$30,000	6%	8
\$30,001 to \$35,000	8%	11
\$35,001 to \$40,000	12%	17
\$40,001 to \$45,000	8%	12
\$45,001 to \$50,000	7%	10
\$50,001 to \$55,000	7%	10
\$55,001 to \$60,000	6%	9
\$60,001 to \$65,000	9%	13
Over \$65,000	10%	14



**Does your employer offer a health and benefits plan?**

	Percent	Count
Yes	90%	130
No	10%	14

**Do you qualify for your employer's health and benefits plan?**

	Percent	Count
Yes	89%	117
No	11%	15

**Does your employer offer financial assistance for professional development opportunities?**

	Percent	Count
Yes	55%	75
No	12%	17
Some	33%	45

**Please indicate which of the following other benefits you are eligible for. (Check all that apply)**

	Percent	Count
Annual bonuses	7%	10
Child care	4%	5
Conference or seminar	59%	85
Dental insurance	78%	112
Disability insurance	61%	88
Expense account	6%	9
Fitness club	15%	22
Flex time	25%	36
Flexible spending account	13%	18
Health insurance	73%	105
Health spending account	58%	83
Life insurance	63%	91
Leave of absence	47%	67
Optical	51%	74
Parking	20%	29
Pension plan	63%	90
Professional association membership	18%	26
Profit sharing savings plan	1%	2
RRSP contributions	26%	38
Savings plan	4%	5
Tuition or education allowance	21%	30
Upass/Transit pass	6%	8
Vacation: 2 weeks or under paid vacation after 1 year	19%	28
Vacation: more than 2 weeks paid vacation after 1 year	49%	71

**Please list any other benefits not included above**

"OwnTime" holidays - can take as much holiday time as you want as long as approved by boss and that 6% vacation pay

Currently unemployed, but usually work under contract so no benefits

Free seat - can sign up for free for any class that has enough students to run but isn't full

Up to 87 hours sick leave/personal time. Vacation pay of 4% in lieu of paid vacation.

Vacation is accrued based on hours worked

We are actively encouraged to use scheduled (paid) time to access the many free PD resources we have access to in the Library.