Cataloguers' job requirements: A South African perspective

By

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Outline of the Presentation

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❖ Objectives of the study
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Introduction & Background

❖ Generally, a librarian is required to possess cataloguing and classification skills.

❖ Ocholla and Shongwe (2013:231) and Shongwe and Ocholla (2011) are of the view that cataloguing and classification knowledge and skills are still relevant in the LIS job market.

❖ There have been changes in the LIS job market over the past decade as indicated by Shongwe (2014), Raju (2017).

❖ These changes are attributed mostly to library automation and the digital environment (Shongwe 2014 &Raju (2017).

❖ Library cataloguing and classification has been affected by these changes and the changing environment has compelled LIS schools to improve their curriculum so that it is in line with the job market (Glasser's in Cerbo, 2011; Raju, 2015).

Problem statement

- It has been noted that due to the ever growing developments of technology in the LIS field, cores areas of the profession such as cataloguing and classification are changing too (Gorman 2004: 380; Ocholla & Ocholla, 2014; Shongwe, 2014).

- These changes has affected both the cataloguing and classification curriculum and the job market.

- However, the new job requirements brought about by these changes, especially in South Africa are not known.

Aim & Objectives of the study

❖ Therefore, this study aimed to investigate cataloguers' job requirements in the 21st century in the South African context.

This study addressed the following objective, which are to:

❖ find out educational requirements of a cataloguer.

❖ explore knowledge, skills and attitudes required from a cataloguer.

❖ find out the duties of the cataloguer

Research Design

❖Paradigm:
- ontology – relativism
- Epistemology -interpretivism
❖Research approach: Inductive strategy
❖Methodology: qualitative research.
❖Method: Content analysis (newspaper scanning).
❖Population: cataloguing job advertisements
❖Sampling: Purposive sampling technique
❖Research instruments: Content analysis.
❖Data analysis: qualitative content analysis.

Research design cont.....
Data Collection Procedure

❖ Newspapers (*Mail & Guardian and Sunday Times*) and LIASA list serve.

❖ Lots of Librarianship based advertisements were retrieved from 2013-2016 however only 10 were for cataloguing and classification (cataloguing based).

Results
Sectors advertising the jobs

Sectors advertising the jobs		
Academic libraries	Public cataloguing centres	Total
Four advertisements (one internship and three experienced cataloguers)	Six advertisements (one metadata assistant and five cataloguers)	Ten adverts

Results cont....
Job advertisements

Job advertisements	Sectors advertising
1. Cataloguer	Academic cataloguing section
2. Cataloguer	Academic cataloguing section
3. Content curator/ Corporate librarian	Academic cataloguing section
4. Metadata librarian	Academic cataloguing section
5. Internship (cataloguer)	Public cataloguing center
6. Assistant cataloguer	Public cataloguing center
7. Librarian- cataloguing section	Public cataloguing center
8. Librarian/cataloguer	Public cataloguing center
9. Cataloguing librarian	Public cataloguing center
10. Librarian cataloguer	Public cataloguing center

Results cont....
Educational requirements and experience required

❖The results revealed that academic libraries require cataloguers to be in possession of a BLIS plus PGDLIS , or four year degree in LIS .

❖One job advertisement required a Higher Diploma in LIS plus a B. BIBL or BLIS.

❖Three to four years' experience is also required for the cataloguer's job except for interns or entry level positions.

❖Public libraries require a B. BIBL degree or a BLIS. Only one cataloguing job advertisement required a National Diploma in LIS.

❖The results from public libraries required two to three years' minimum experience in cataloguing.

Results cont....
Skills, knowledge and attitudes required

Cataloguing skills, knowledge and attitudes	
Skills	Basic and advance computer skills (MS Office Suite, emails and Internet usage), good communication skills written, verbal, good interpersonal skills, good organisational skills and multitasking skills. Other requirements include a drivers' license (codes eight or ten)
Knowledge	AACR2, RDA, MARC21 and LCSH; online cataloguing tools e.g. Web Dewey(DDC), Cataloguers Desktop, Web class, OCLC's Bibliographic formats standards; knowledge of databases like InMagic, SLiMS and OCLC connexion; knowledge of legal deposits and applicable legislations and knowledge of Millennium Library System (Millcat), knowledge of Z39.50 and Unicorn and knowledge of OPAC library system, SA cat and World cat.
Attitudes	Honesty and integrity; be highly motivated; paying attention to details; sense of urgency and the ability to develop self and others; high level of self-confidence and self-discipline; assertiveness and time management; stress management; provide good judgements and the ability to assess the situation and give relevant advice; client oriented and customer focus; being self-driven; display of initiative; ability to meets strict deadlines and work under pressure; and time management.

Results cont.…
Job descriptions or duties of a cataloguer

❖To catalogue and classify library materials

❖To do original cataloguing and copy cataloguing on the World Catalogue

❖To do authority control,

❖Administration of the library collection,

❖Library collection management,

❖Management of bibliographic control work

❖They catalogue thesis, books, AVs, and other academic materials

Conclusions

❖ Cataloguing job advertisements indicate that a qualification is required for one to be a cataloguer.

❖ Employers require at least three years' experience except for internship or entry level positions.

❖ Cataloguers require computer skills, communication and interpersonal skills, and knowledge of cataloguing and classification rules and tools.

❖ In other job advertisements digital curation is also required. Attitudes required include lifelong learning, honesty and integrity, be highly motivated, paying attention to details, and others.

Recommendations

This study recommends the following:

❖ Employers must provide on-going training to cataloguers in order to remain relevant in the field. For example, being up-to-date with the latest trends in the field such as RDA.

❖ Cataloguers must keep on updating themselves to stay relevant.

❖ Constant communication between cataloguers is encouraged to improve their work.

The end!!!

Thank You