



Academic and National Library Training Co-operative  
www.anltc.ie

### Priority Actions 2009-2012

In line with the ANLTC's mission to identify training and development needs within member Irish academic and national libraries, which form the basis of an ongoing co-operative training and development programme, through consultation offering a wide and innovative range of training opportunities to library staff at an economical rate; enabling staff to meet colleagues from other institutions to exchange experience; and to build their presentation skills via the opportunity to give training sessions; the ANLTC proposes the following Priority Actions for the period 2009 - 2013 (*coordinator responsibility and timeframe included in brackets after each action*):

- (1) Produce a Terms of Reference for ANLTC  
(*Jessie Kurtz/ December 2009*)
- (2) All members to document their role descriptions  
(*Jessie Kurtz / December 2009*)
- (3) Update and enhance the website to utilise current technology  
(*Paul Murphy/ January 2010*)
- (4) Review online financial procedures for effective handling of course accounting  
(*Gráinne MacLochlainn/ September 2010*)
- (5) Review ANLTC's role in the context of the conferences provided by IUISC, INULS, or the CONUL Colloquium and/or provide an annual conference around a broad theme related to Staff Training and Development or an annual low-charge thematic seminar on a current issue (e.g. copyright) (*Helen Fallon/ ongoing*)
- (6) Review the feasibility of an Irish Mentoring & an Irish job-shadowing programme  
(*Colette McKenna, Seamus McMahon, Jessie Kurtz/ June 2011*)
- (7) Provide access to generic and specific member library guidelines for Staff Development and Training policies and procedures  
(*Ann Mitchell/ December 2010*)

10<sup>th</sup> December 2009