

What do they want? a content analysis of Medical Library Association reference job announcements, 2000–2005

Lin Wu, MLIS, AHIP; Ping Li, PhD

APPENDIX

Coding categories and variables

1. Leadership and management

- 1) Supervising staff
- 2) Managing the daily operation of the library or information services
- 3) Developing plans, policies, and procedures
- 4) Preparing library budget
- 5) Being aware of issues and trends in information technology and public services
- 6) Guiding planning, assessing, and selecting activities for both print and electronic resources
- 7) Providing leadership on special projects or information services
- 8) Assisting with recruitment of new staff
- 9) Planning, developing, and implementing innovative services
- 10) Marketing

2. Reference assistance

- 11) Online database searching
- 12) Research assistance or consultation
- 13) Reference desk services
- 14) Interlibrary loan or document delivery
- 15) Virtual reference services
- 16) Exploration of innovative and creative services
- 17) Web page content development

3. Teaching or instruction

- 18) User instruction
- 19) Orientation and bibliographic instruction
- 20) Course-integrated instruction
- 21) Development of course content or curriculum
- 22) Evaluation of instructional programs
- 23) Coordination of educational resources and service programs
- 24) Distance education
- 25) Work with faculty in developing educational resources
- 26) Informatics, information literacy, and information management training or teaching

- 27) Planning, implementing, and coordination of continuing medical education activities
- 28) Staff training
- 29) Training or teaching of local health care professionals
- 30) Development of online tutorials or instructional guides or materials
4. Collection development
5. Outreach activities
 - 31) Outreaching in institution
 - 32) Outreaching to community groups or specific populations or outside agencies
 - 33) Participating in medical school or hospital rounds
 - 34) Providing clinical liaison services
6. Consumer health information
7. Evidence-based medicine (EBM)
 - 35) Expertise with or knowledge of EBM resources and MEDLINE
 - 36) Providing evidence-based medical research
 - 37) Contributing to evidence-based initiatives
 - 38) Attending morning report, medical rounds, or journal club
 - 39) Teaching EBM
 - 40) Supporting the application of evidence-based practice (EBP)
8. Technology
 - 41) Basic writing, editing, and presentation-related technology
 - 42) Knowledge or experience with automated or electronic information systems
 - 43) Experience with network, the Internet, and intranets
 - 44) Website or web page development or maintenance
 - 45) Technology support for electronic system
9. Skills
 - 46) Oral and written communication skills
 - 47) Interpersonal skills
 - 48) Teaching skills
 - 49) Online searching skills
 - 50) Customer service skills
 - 51) Information retrieval, analysis, or organizational skills
 - 52) Teamwork skills
 - 53) Analytical or problem solving and conceptual skills
 - 54) Time management skills
 - 55) Supervisory skills
10. Scholarly communications
 - 56) Producing library newsletter
 - 57) Coordinating library promotion, marketing, and communication activities
 - 58) Knowledge of trends in scholarly research and publishing in the health sciences or health periodicals
 - 59) Understanding scholarly research and clinical environment
11. Professional development
 - 60) Performing research

- 61) Attending continuing education programs
 - 62) Showing professional involvement/activities
 - 63) Having knowledge of trends in academic reference and institutional services
 - 64) Maintaining a personal knowledgebase about clinical, basic sciences, and medical education issues related to health sciences
12. Unique requirements
- 65) Subject background
 - 66) Membership in Academic Health Information Professionals
 - 67) A second master's degree
 - 68) A PhD degree
13. Unique duties
- 69) Cataloging
 - 70) Rotating weekends and evenings
 - 71) Traveling
 - 72) Working in circulation