

School of
Information Sciences

Department of Information Culture and Data Stewardship

**MLIS Experiential Learning
PITT PARTNERS PROGRAM POSITION DESCRIPTION**

Host Site: Community College of Allegheny County, Allegheny Campus Library		
Site Supervisor: Dennis Hennessey (Pitt Partner Liaison)		
Email/Telephone: dhennessey@ccac.edu /412.237-6578		
Position Category:	<input checked="" type="checkbox"/> Academic	<input type="checkbox"/> Archives
	<input type="checkbox"/> Public	<input type="checkbox"/> School
		<input type="checkbox"/> Children & Youth
		<input type="checkbox"/> Other
Time Commitment per week:	<input checked="" type="checkbox"/> 10 hours	<input type="checkbox"/> 15 hours
Compensation:	Hourly wage \$ <u>7.25</u>	Stipend/term \$ _____
Public Transportation Accessible:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Position Overview (1-3 sentences)

Provide assistance at the reference desk. Perform tasks of a reference librarian at a community college library.

Essential Job Functions

Reference desk
Materials selection
Library instruction

Requirements

Desire to work in an academic library.

Other Skills/Abilities

Desirable but not necessary: acquaintance with Sirsi/Dynix automation system, acquaintance with academic library databases.