



SKILLS, KNOWLEDGE AND COMPETENCIES FOR FUTURE LIBRARIANS: A REVIEW PAPER

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Abstract-Libraries are always considered as a non-profit organization and they need a proper organization and management. The fundamental concept of library organization needs proper planning, leadership, effective and efficient function of librarians to do all these jobs. Today, the ICTs have changed the policies of library managers from traditional to the electronic way of transmission and organization of information. On the other hand, these jobs need proper skills and knowledge from university librarians where they would be able to handle the external and internal matter of the library. The present study has been taken into a grant to find out the skills and knowledge of academic librarians in the age of electronic. The qualitative research design and survey method will be used to collect the relevant data to complete this study. The literature has been retrieved from Google and Google scholar, wikis and other sources of internet. After the collection of data from different sources, all the relevant literature has been reviewed according to the set of their objectives. The result shows the LIS professionals still lacking some of the major skills, competencies, and knowledge regarding the future concern of library organization. This would suggest that the librarians should be equipped with all the related skills and knowledge to manage their library. This study will give some benefit to the library professionals to train themselves according to their field of specialization.

Keywords: Skills, Knowledge, Competencies, Librarians, LIS, ICTs, Professionals.

1. INTRODUCTION

The present age of ICTs and social media has changed the libraries' vision, thinking and future concerns. Regardless, the ICTs are the power of communication and every library is going to adopt its tools or implement into their library for the speedy and quick response of library users. Besides these facts, all the libraries need highly qualified, trained and competent staff to make library fruitful for the library users. Every library needs some technologies to adopt and implement to make the library easily run. This adoption or implementation of ICTs tools needs some basic training and competencies to handle it. Raju (2014) ICTs have changed the traditional libraries to its external gratitude. The LIS professionals are eager to practices those skills and knowledge as per the requirement of the external and internal environment of a library to fulfill the needs of library users on time. Furthermore, skills and knowledge about library management is the first and foremost requirement of libraries. Ahmad, Ameen, and Ullah (2017) agreed investigated the every second organization needs fully competent and skillful library personals who can handle the library properly. Likewise, library and information professionals are seeking skills, competencies, and knowledge regarding the library management, library services, library works and overall administration of the library. Nickson.et.al. (2017) suggested that skills are the key factors to run any organization as per the requirement of the digital age. The 21st-century skills and competencies are two main pillars of any individual professional who makes and creates life easier. Libraries and other non-profit organization are making possible to build the expertise of their professional staffs. Furthermore, in the digital era, ICTs is playing a vital role in reshaping the library structure and its overall services. These all need expertize in the associated areas where a librarian tackles those problems to run the library effectively. Mokhtar (2012) added that ICT has changed not only the disseminating techniques of the library and also fly high expectations of the library and information professionals. The role of library professionals will be uplifted when they will fulfill the demand of library users on a click. These clicks need a permanent solution to make the library works easy which is called skills and knowledge. Rao(2014a) mentioned that librarianship is the art of organization of libraries but these arts need to learn to make library use easy. On the other hand, both students in academics and employees in the workplace are frequently expected to possess critical thinking, problem-solving, innovative thinking and lifelong learning. Additionally, the library and information professionals need to learn current knowledge and skills to make their libraries on library users' thumb. Today, every individual or group of society needs information without wasting time, so these all are possible when the library staff learns the latest technologies, techniques, skills, competencies, and knowledge to make the library easy for library user's use. Modern information society needs every kind of information that can increase awareness among new development. The present technological era needs a flexible environment to get information or learn skills to make information valuable and sharable. The roles and responsibilities of library professionals are changing day by day with the invention of new technologies and their related aids. The present study finds the library professionals'

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pg. 22

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skills and competencies that can be helpful for them to make the library useful for their readers. The library staff should own the new trends and new paradigm shift to learn new techniques and tools for the maintenance of their library properly and ease use for library users. Furthermore, this is the need of time for future library professionals to learn, pursue and seek new skills and competencies to run the library smoothly.

1.1. Definition of Skills

- The ability to do something well; expertise.
- The ability to use one's knowledge effectively and readily in execution or performance.
- A skill is a type of work or activity that requires special training and knowledge.

1.2. Definition of Knowledge

- Knowledge is information and understanding about a subject which a person has, or which all people have.
- The fact or state of knowing; the perception of fact or truth; clear and certain mental apprehension.

1.3. Definition of competence

- The quality of being competent; adequacy; possession of required skill, knowledge, qualification, or capacity.
- Competence is the ability to do something well or effectively.

2. TYPES OF COMPETENCIES

Competencies effectively fall into three groups:

2.1. Behavioural (or Life Skills) Competencies

Life skills are problem-solving behaviors used appropriately and responsibly in the management of personal affairs. They are a set of human skills acquired via teaching or direct experience that are used to handle problems and questions commonly encountered in daily human life. Examples are Communication, Analytical Ability, Problem Solving, Initiative, etc.

2.2. Functional (or Technical) Competencies

Functional Competencies relate to functions, processes, and roles within the organization and include the knowledge of, and skill in the exercise of, practices required for successful accomplishment of a specific job or task. Examples are Application Systems Development, Networking, and Communication, Database Analysis and Design, etc.

2.3. Professional Competencies

Professional competencies are competencies that allow for success in an organizational context. They are the accelerators of performance or – if lacking insufficient strength and quality – are the reasons people fail to excel in jobs. Examples are Business Environment, Industry and Professional Standards, Negotiation, People Management, etc.

3. NEEDED SKILLS, KNOWLEDGE FOR FUTURE LIBRARIANS

Every organization needs some technical staff that has good command over the latest technologies and can handle the organizational external and internal affairs. Libraries are considered as a non-profit organization and every second library deployed skillful, well trained and knowledgeable staffs that can run the library externally and internally with the demand of the current environment. Furthermore, it is dire need of today's library community to appoint talented personnel that can handle library works. Today, the world of information needed skillful librarians that can testify relevant information and can disseminate information to the library users without any facing trouble. Gani.et.al (2016a) addressed that Library professionals need some basic skills and knowledge to make library good. These skills and competencies are durable technological skills, better known the information behavior, better known the user's need, know the changing trends and know the information repackaging. The library professionals should address these skills and competences to make the library environment healthy and nice. Rao (2014b) investigated that the current era of librarianship needed management skills, communication skills, soft skills and many other associated skills that can help to handle the library works smoothly and handsomely. Furthermore, the present age of information is changing the library trends and library user's demand is changing rapidly with the invention of new technologies. Okoye(2012a) mentioned that the present and future library professionals need skills and competencies to make the library run smoothly. It would be better to train the library staff as per the requirement of the current digital era. He identified that library professionals should be well aware, well aware of new technologies, should know about collection development, should maintain the records. Furthermore, it would be better to enhance the skills and knowledge of library professionals for future purposes.



4. SKILL AND COMPETENCE REQUIRED FOR LIBRARY PROFESSIONALS IN THE DIGITAL AGE

Skills and proficiencies are two pillars to organize the library of future and present learning library professionals. The library professionals need to learn skills and knowledge to make a good environment for library users. These skills and knowledge give them full confidence to handle the library. Some of the skills and competencies are as follows.

- Traditional skills
- Assessment added skills
- Technical librarian's skills
- Exchangeable and soft skills
- Personal skills
- Professional skills

5. CHALLENGES FOR FUTURE LIBRARIANS

Changing trends have always created a problem for the library professionals in terms of repackaging and consolidation of information. Meanwhile, some of the factors that are creating a hurdle for LIS professionals and librarians to make externally and internally environments healthy. Gani.et.al (2016b) mentioned some of the well-known changes e.g. lack of capacity building, lack of colleagues support, lack of ICTs facilities, lack of proper infrastructures and lack of authority support .it means every library is different issues and challenges that cannot allow librarians to build informational capacity environments for achieving the library goals. Okoye(2012b) added some challenges facing by LIS professionals. He pointed out some of the challenges that are creating a problem for LIS professionals in their respective libraries. He identified a lack of proper knowledge of digital era information, lack of proper use of ICT tools, lack of update of curriculum, lack of control on emerging trends. Moreover, the current era challenges are creating complexity for the library professionals to handle the library properly. It would be better to train the library staff and make them aware of the new trends and new challenges which they would face in the future.

6. SUGGESTIONS AND RECOMMENDATIONS

- The library staff or professionals should learn ICTs and associated skills
- The library professionals should acquire skills and knowledge to make the library wonderful.
- Library professionals should equip with the latest technologies.
- The library professionals should remove all challenges to run the library flexible.
- The library professional should create a learning environment.

CONCLUSION

It is quite obvious that information technologies are putting a great impact on librarian's professionals and personal life. Information technology is changing the role of librarians and library professionals due to the fast and rapid growth of associated aids. The present era of the digital age is putting pressure on the library staff to improve their personal and professional skills and competencies. Due to the widespread of new technologies the library users are looking for fast and accurate access to library resources. In the 21st century, new knowledge and new skills are very much needed for library professionals to bring up to date themselves and make users aware of the latest development in the field of librarianship. The skills and knowledge of new techniques and technologies make a comfortable environment for library users. The library staff should possess new trends and new technologies to create a flexible situation for library users to render the library services to maximize the risk to use library resources. Sahu (2013) mentioned that core competencies and skills provide the ability to run the library smoothly. Furthermore, these skills and competencies are putting a massive impact on the library staff's personal life. In this regard, library professionals have to learn traditional and ICTs skills to promote library services. The library professionals should learn skills and competencies through interaction, seminar, workshop, and abroad library visit. The library professionals should seek traditional and future skills and knowledge to secure library users' interest. The library should learn ICTs and its associated tools to maintain the library resources and services. Library professionals should possess library automation, digitization, open-source software, and needed technologies.

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