What is a Librarian?
Librarians design, develop and manage collections of recorded material and the delivery of information services to users.

Information may be contained in books, journals, newspapers, pamphlets, manuscripts, maps, films, computer disks, sound recordings, microfilms and CD-ROMs, as well as computerised online services.

Roles of a Librarian
- assist users to find the information they are seeking, through services such as inter-library loans and the retrieval of information from external computer systems and the internet
- assist with identifying or interpreting information for users
- conduct training programs to assist library users with their information searches
- design and conduct reader education courses
- train other staff
- create and maintain databases
- search computerised databases for information
- choose, catalogue, classify and index library and information resources
- develop and manage collections
- promote the collections and resources of the library using marketing techniques
- answer personal, written, telephone and email enquiries from the public
- develop policies and services to better serve user needs
- be involved in the planning and selection of computer systems for use within the library
- prepare bibliographies, which contain sources of information on particular subjects
- supervise the work of other staff.

Career Opportunities
Librarians work in public libraries, archives, schools, technical colleges and tertiary institutions. Others may work for government departments, museums, research and consulting organisations, teaching hospitals, industrial and business firms, all of which have libraries specialising in particular fields.

Qualifications Required
To become a librarian it is necessary to study a library and information studies or information management degree at university, or you can undertake a degree in any discipline, followed by a postgraduate course in information studies or information management.

Supervision provided
A comprehensive orientation program is provided for all new staff members with ongoing support.

Personal skills required of a Librarian

- aptitude for working with computers
- good organisational skills
- a wide general knowledge
- good communication skills
- strong customer service attitude.

CONTACT US: sswahs.nsw.gov.au

Physical Address:  
Eastern Campus  
Liverpool Hospital  
Elizabeth Street  
LIVERPOOL NSW 2170

Mailing Address:  
Sydney South West Area Health Service  
Locked Bag 7017  
LIVERPOOL BC NSW 1871