



Massachusetts Libraries

BOARD OF LIBRARY COMMISSIONERS

FACT SHEET

Jobs/Career Information at Your Library

PROGRAM DESCRIPTION

Grants of up to \$7,500 will be awarded to provide services and resources to carry out programming aimed at serving the needs of job and career seekers. As part of the grant program, libraries will be expected to:

- Enhance or develop job/career multimedia collections, including online exam preparation resources (as funding permits).
- Provide staff training on job/career resources, including, but not limited to, using the website of the [Massachusetts Executive Office of Labor and Workforce Development](#) and statewide library resources, to successfully address patron inquiries.
- Create/update library web page(s) relevant to the grant theme that highlights job/career resources and programming, including, but not limited to the Massachusetts Libraries Jobs Portal https://libraries.state.ma.us/pages/career_resources and statewide licensed databases.
- Provide training opportunities for the target audience to enable them to make informed choices regarding their job/career decisions. Examples: computer training, resume preparation, interviewing, networking, a career day, etc.
- Collaborate with appropriate municipal government departments and local community agencies and organizations to meet the needs of job seekers; if needed set up an advisory group that includes members of the targeted audience to design a program that will best reach the group.
- K-12 institutions must collaborate with their public libraries, as well as appropriate faculty and staff.
- Academic libraries must collaborate with appropriate faculty and staff

ELIGIBILITY

Any public, school or academic library that meets standard eligibility requirements for Direct Grant programs is eligible to apply. Public libraries that received previous Libraries for Job Seekers LSTA Grant are not eligible. Applicants must have identified a need to serve job and career seekers in their MBLC approved long-range and annual action plan.

INTERESTED?

Applicants must submit a Letter of Intent form with the “Jobs/Career Information at Your Library” option checked off. For additional information about this program, please contact Erin Williams Hart at the MBLC at 800-952-7403 ext. 232 or email erin.williamshart@state.ma.us.

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mass.gov/libraries
(consumer portal)

mass.gov/mblc
(agency site)

BACKGROUND

Libraries have always provided resources for career development and job information. As the methods of finding and applying for a job have significantly gravitated to the use of the Internet for job seekers, the library's provision of free, high-speed Internet services and computers is seen as an increasingly valued service by its users. Additionally, many libraries offer Wi-Fi access as well, welcoming patrons to use their own computers to access the Internet from the library, both inside and out.

Library staffs that are already skilled at helping patrons learn how to use computers to search electronic collections are now being recruited to teach job seekers with no previous computer or Internet experience how to research, find jobs and government assistance, create and post resumes, and set up email and social networking accounts.

The public library, often in partnership with local community agencies and other governmental departments, can meet the needs of job seekers to help them find, apply and interview for jobs, as well as connect them with education, health, housing, financial, and legal resources at this challenging time. Many come with low technology and literacy skills, as well as being speakers of English as a second language. K-12 and academic libraries help students that make career choices that affect their lives. Individuals who are new to the community, are eager to be introduced to their resources and find help.

As reported by the Pew Research Center, "Many believe libraries should be pathways to economic opportunity, especially when it comes to providing resources for business development, jobs search and enhancing workforce skills...52% of all Americans 16 and older say libraries should 'definitely' create programs for local businesses or entrepreneurs. "

2013-2017 MASSACHUSETTS LONG RANGE PLAN GOAL & OBJECTIVE

Goal 1: Support learners of all ages with their individual educational and learning goals.

Objective 3: The MBLC supports programs that provide outreach to an identified group of residents who need assistance with a particular learning need.