

BIBLIOTHECA
ALEXANDRINA

LIBRARIAN-IN-RESIDENCE

PROPOSAL AND GUIDELINES

ENHANCING THE DIVERSIFICATION OF THE BIBLIOTHECA
ALEXANDRINA

BACKGROUND

The Bibliotheca Alexandrina is place of knowledge, exploration, and experience. Built near the original site of the ancient library, the new structure has a capacity for eight million volumes and contains six specialized libraries, three museums, seven research centers, two permanent exhibitions, six art galleries, a planetarium, an Exploratorium and a conference center for thousands of persons. Above all, as was its ancient predecessor, the Bibliotheca Alexandrina serves as a meeting place for international scholars and scientists.

*The books we read should be chosen with great care, that they may be, as an Egyptian king wrote over his library,
"The medicines of the soul."
Paxton Hood*

The library's old tradition and new commitment to diversification and continuous education has lead to the possible establishment of a librarian exchange program between the Bibliotheca Alexandrina and other well established international libraries.

PROGRAM SUMMARY

*I have always imagined that Paradise will be a kind of library.
Jorge Luis Borges
Argentine novelist & poet (1899 - 1986)*

The Bibliotheca Alexandrina Librarian-In-Residence program is one of sharing knowledge. A librarian in this program is one who has a masters or doctoral degree and desires specialized study in librarianship. It is not an academic program, but an individualized program designed according to the needs of the LIR and may incorporate research, theory development, applied or field observation. For example, an accomplished librarian may wish to pursue research interests in areas of specialized content; a reference expert may wish to study theory and practice. The LIR has significant involvement in the different sections and units of the BA that offer opportunities for applied work. At the BA, the Chief Librarian will serve as an advisor responsible for planning a program based upon the LIR's interests and goals. Since the information provided in the application is used to assess the prospective LIR's course, it is important that the librarian's goals and objectives be as clear and specific as possible.

The Bibliotheca Alexandrina invites inquiries from librarians from all over the world for the six-month to one year Librarian-In-Residence program to begin each January of the following year. Prospective LIRs are required to submit a completed application, letters of recommendation, and a copy of the applicant's CV. Applications and all other required papers are due **March 30, 2005**. The selection will be made by July 31, 2005 and the program will commence January 2006.

OBJECTIVE

With the ongoing trend of globalization, the importance of diversification and awareness is becoming more vital by the day. A library's responsibility is to bring the world to the user. Since libraries offer free contact to all, they bring opportunity to all. And the greatest assets in each of these libraries are the librarians and library workers. The BA librarian acts as Egypt's window to the world and what better access to the world than the experience of other international librarians.

By learning you will teach; by teaching you will learn.
Latin Proverb

Librarian-in-Residence is established to promote cross-cultural and professional dialog among librarians in accordance to the BA's mission and goals established by this institution. The program's task is to recruit an established librarian from an international library to contribute to the diversity of the professionals at the BA – all the while allowing an exchange of knowledge and experience between the Librarians-in-Residence and the BA's librarians.

GUIDELINES:

- 1) The Librarian-in-Residence program will have an established duration of six months to a year.
- 2) All residents will be provided professional accommodations within the Bibliotheca Alexandrina.
- 3) All residents will be considered a Visiting Librarian, with all the rights and responsibilities of other professional librarians.
- 4) Furthermore, all resident's work will be real and meaningful, the resident will not just be an observer, but will act as a full member of the BA's senior staff.
- 5) All residents will administratively report to the Chief Librarian so that a thorough overview of progress can be guaranteed.
- 6) All participants will receive assistance locating residential accommodations in Alexandria.
- 7) All residents will be put on a rotation schedule throughout the various library departments to achieve the most effective diversification of training and shared knowledge between residents and current library staff.

PRESTIGIOUS EXAMPLE

As always, the Bibliotheca Alexandrina gains knowledge from the example of other well established institutions in library sciences. As practiced by many well known organizations, such as ARL, ALA, and IFLA, development and diversification of librarians is becoming a task of the utmost importance. The following is just a small list of the programs established by these institutions to address these issues:

Association of Research Libraries (ARL): ARL Initiative to Recruit a Diverse Workforce

American Library Association (ALA): Spectrum Initiative

International Federation of Library Associations and Institutions (IFLA): Action for Development through Libraries Programme (ALP)

PROGRAM FUNDING

Funds will be received from various donors to finance the registration of this program. It is the library objective to establish an endowment fund for the Librarian-in-Residence program. The endowment fund would only be used for the said program and all its included expenses. The endowment fund investments shall be distributed to a number of asset classes to minimize risk through diversification. Investment managers will be appointed by the Bibliotheca Alexandrina. The investment objective is to preserve the real value, or purchasing power, of the endowment pool assets and the annual support provided by these assets for an infinite period.










Allocation of Funds

EXPENSE CATEGORY	MONTHLY	6-MONTH TOTAL	YEARLY TOTAL
Alexandrian Residence	\$500	\$3,000	\$6,000
Travel Expense (1 Roundtrip)	-	1,500	1,500
Per Diem	2,000	12,000	24,000
Miscellaneous		250	500
Approximate Salary	\$2,500	\$16,750	\$32,000

■ *Table: Projected estimated funds required, amounts may vary.*

APPLICANT QUALIFICATIONS

All Librarian-in-Residence applicants should boast the following qualifications:

-  An MLS or a Ph.D in library sciences or related fields.
-  Experience of a minimum of ten to fifteen years as a seasoned librarian.
-  Proficient in the English language is a must, a working knowledge in French/Arabic a plus.
-  A progressive career in a large public, research, or academic library.
-  High-leveled skill in technology based library applications.
-  Ability to teach and communicate well with others.
-  Possess an appreciation for various cultures.
-  Capability to be agile, adaptive and to “think outside the box,” reaching out for new knowledge and understanding, and stamina to challenge the status quo.
-  Capacity to understand the change process and how it will impact daily activities, and ability to change strategies/behaviors in response to changing priorities and conditions.

To become a candidate for the BA Librarian-in-Residence program please fill out the following application form. Please send the application form, three letters of recommendation, and a copy of your Curriculum Vitae to:

Sohair F. Wastawy, Ph.D.
Chief Librarian
Bibliotheca Alexandrina
El Shatby 21526
Alexandria, Egypt

Or fax it to:

+203.482.0460

Or email it to:

internships@bibalex.org

BIBLIOTHECA ALEXANDRINA

LIBRARIAN-IN-RESIDENCE APPLICATION 2006

DEADLINES

- * Mailed applications **must be postmarked** by March 30, 2005.
- * Applications submitted via email attachment or fax **must be submitted prior** to midnight GMT +2 March 30, 2005.
- * Awards will be announced at the end of July 2005 for the 2006 program.

COMPLETION AND SUBMISSION

INSTRUCTIONS FOR APPLICATIONS TO BE MAILED

1. Important -- save this application to your hard drive. *You risk losing all of the information you enter if you don't save the blank application to your computer first.* Do not fill in the application directly from our website – work from the saved application on your hard drive.
2. Print out a copy of the completed *unstapled* application and mail it, along with your *unstapled* CV to:

Sohair F. Wastawy, Ph.D.
Chief Librarian
Bibliotheca Alexandrina
El Shatby 21526
Alexandria, Egypt

3. Open **BA Instructions for Letters of Recommendation**, save it to your computer, fill it in, and mail or email a completed copy to each of your three references.

INSTRUCTIONS FOR APPLICATIONS TO BE SENT VIA EMAIL

1. Important – save this application to your hard drive – name it *your* "LASTNAME APPLICATION.doc." **Example:** If your name is John Clark, save the document to your computer as "Clark Application.doc." *You risk losing all of the information you enter if you don't save the blank application to your computer first.* Do not fill in the application directly from our website – work from the saved application on your hard drive.
2. Submit the completed four-page application as an email ATTACHMENT to: **internships@bibalex.org**. Your CV should be sent as a second attachment to the **same** email message. Name this second attachment *your* "LAST NAME CV.doc." **Example:** If your name is John Clark, name the document "Clark CV." An automatic reply will inform you that your application has been received.
3. Open, save to your computer, and fill in the **BA Instructions for Letters of Recommendation** and mail or email a completed copy to each of your three referees.

APPLICATION FORM 2005

Program commencement: January 1, 2006 6 month duration__ 12 month duration__

PERSONAL DETAILS

Family Name _____

First Name _____

Country of Birth _____

Nationality _____

Gender _____

Cultural Identity/Ethnicity _____

Languages Spoken _____

CURRENT INSTITUTIONAL AFFILIATION

-Work Address-

Street Address _____

City _____

State/Province _____

Country/Postal Code _____

Telephone Number _____

Email Address _____

-Home Address-

Street Address _____

City _____

State/Province _____

Country/Postal Code _____

Telephone Number _____

Email Address _____

ESSAY QUESTIONS – Please attach to application and CV

On a separate piece of paper, please type the answers to the following questions. Limit your response to all questions to no more than two pages total. Your response will be used in the selection process. Please place your name at the top of each page.

1. Why have you chosen to apply to the Librarian-In-Residence Program?
2. Have you applied to *any* Librarian-In-Residence program before?
Yes__ Year____ No__
If yes, how did you benefit from the program?
3. Tell us more briefly about your research interests and in what capacity you will be working at the BA?
4. We require LIRs to not only participate in the BA activities and events, but also to play a leadership role in meeting the ideal of global exchange. What kind of leadership role do you envision yourself playing?
5. What are your areas of interest?

<input type="checkbox"/> Reference/Instructions Services	<input type="checkbox"/> Technical Services
<input type="checkbox"/> Children's Library	<input type="checkbox"/> Young People's Library
<input type="checkbox"/> Taha Hussein Library for the Blind	<input type="checkbox"/> Electronic Resources
<input type="checkbox"/> Depository Libraries	<input type="checkbox"/> Library Systems
<input type="checkbox"/> Collection Services	<input type="checkbox"/> Other_____

STATEMENT OF INTENT

I understand that a commitment to the goals and active participation in the life of the Bibliotheca Alexandrina community is required to be a resident in good standing, and will play a major role in the selection process. I also ascertain all the included information in this application, essay questions, and curriculum vitae is accurate to the best of my knowledge.

Signature

Date

BIBLIOTHECA ALEXANDRINA

LIBRARIAN-IN-RESIDENCE APPLICATION

INSTRUCTIONS FOR LETTERS OF RECOMMENDATION

Applicant: Before forwarding this instruction sheet, please fill in your name below as it appears on your Librarian-In-Residence application.

The above applicant has applied for the Bibliotheca Alexandrina's Librarian-In-Residence Program. Please give us your confidential assessment of the applicant's qualifications and goals, comments on the importance of the applicants participation in the program, and any other pertinent information. Please provide this signed one-page letter of recommendation on your letterhead. If you have any questions you may email or write the Chief Librarian's Office.

Please confine your letter of recommendation to ONE page.

Emailed and faxed recommendations are not acceptable.

Mail your signed letter on letterhead to:

Sohair F. Wastawy, Ph.D.
Chief Librarian
Bibliotheca Alexandrina
El Shatby 21526
Alexandria, Egypt

Email: internships@bibalex.org
<http://www.bibalex.org>

DEADLINE FOR LETTERS OF RECOMMENDATION

Letters ***must*** be postmarked no later than **March 30, 2005**