



**WORKFORCE DEVELOPMENT AGENCY
and the
LIBRARY ASSOCIATION OF SINGAPORE**

Announcement

WSQ ENTRY LEVEL COURSES FOR LIBRARY SUPPORT STAFF

Workplace Skills Qualification

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Module:

SUPPORT 5A>>75F;A@? 3;@F7@3@57



- Staff working in a library but who have no specific education or training in library work
- Support staff new to library work or who are undertaking new duties in a different area
- Experiences support staff who would like a nationally recognised SOA or certificate
- Experienced support staff who would like a more rounded or up to date understanding of the full range of library work

What?

WSQ Courses are nationally recognised short competency based training courses leading to individual Statements of Attainment on successful completion of a brief assessment. Credits may be accumulated towards a **WSQ Higher Certificate in Library and Information** on successful completion of all Level 1 courses with equivalent to 100 hours of training.

For whom?

There are **no specific** pre requisites for these entry level courses apart from sound literacy and numeracy. As such these courses may be particularly suitable for:



SUPPORT 5A >> 75F;A@? 3;@F7@3@57

CI-LI-251-S-0

What do you get?

On successful completion of assessment tasks the individual is eligible for a **WSQ Statement of Attainment in Library and Information** issued by WDA for each completed programme.

Trainers and Assessors?

All our trainers and assessors are experienced professional librarians who also hold an ACTA (Advanced Certificate in Training and Assessment) certification.

Where?

This is a 2 day programme to be held at the NTU @ One-North Executive Centre, near Buona Vista MRT. Detailed directions will be given to all registrants.

Assessments will be held at the **Library Instructional Commons** (Block N2, level B3 directly below Business Library) at Nanyang Technological University .

Assessment appointment details will be confirmed later.

How much?

The gross fee (before subsidy) is \$330. Subsidies may apply to Singaporeans and PRs.



Programme 2: CI-LI-251-S-0 WSQ support Collection Maintenance

This 2 day programme will cover the training required to:

- Perform collection weeding and discard operations
- Perform shelf reading and maintain shelf space
- Undertake Stocktaking of collection and routine inventory
- Identify and process materials for binding and repair

To enrol:

To enrol for this programme please click [here](#). Further personal information is required by WDA in order to follow procedures for issuing Statements of Attainment and recording credit points towards a Higher Certificate if the individual is aiming to attend further courses.

What next?

From 2011 there are five courses on offer. These modules are also accredited under the Singapore Workforce Skills Qualification (WSQ). Trainees who have successfully completed and been issued with Statements of Attainment for all courses will have gained enough credit points to become eligible for a **WSQ Higher Certificate in Library & Information Services**.

A full transcript will also be issued at this time.
(Details of later courses will be available soon.)

