

# LSSC

## Recognizing Value & Encouraging Growth

- ▶ Enhance your service
- ▶ Increase your skills & knowledge
- ▶ Achieve recognition for your work



THE LIBRARY SUPPORT STAFF CERTIFICATION (LSSC) PROGRAM ADDRESSES THE NEEDS OF LIBRARY SUPPORT STAFF AND THEIR EMPLOYERS.



*“Achieving the LSSCP helped me develop confidence in my skills and showed my employers that I was dedicated to providing excellent library service.”*

—Dorothy Morgan, Liverpool Public Library (NY)

Challenge yourself to earn the national certificate that means excellence for library support staff. Enrollment requirements include one year of library experience, paid or unpaid, and a high school diploma or its equivalent. You can gain certification by developing portfolios or taking approved courses from library education providers.

ALA

# LSSC

LIBRARY SUPPORT STAFF  
CERTIFICATION PROGRAM

ALA-APA

Sponsored by the American Library Association and ALA-APA: the Organization for the Advancement of Library Employees

visit us at [www.ala-apa.org/lsscp](http://www.ala-apa.org/lsscp)



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# LSSC ▶ FAQ

Frequently Asked Questions about Library Support Staff Certification

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**LSSC**  
LIBRARY SUPPORT STAFF  
CERTIFICATION PROGRAM

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## 1. What is the Library Support Staff Certification (LSSC) Program?

An ALA approved program that recognizes the achievement of library support staff. LSSC is managed by the ALA–Allied Professional Association (ALA-APA)

## 2. Who is eligible to participate in LSSC?

Any library support staff (LSS) who has

- ▶ a minimum of a high school degree or its equivalent and
- ▶ has worked or volunteered in any type of library for a minimum of 1 year (1820 hours) within the last 5 years.

## 3. What do I have to do to be certified?

Demonstrate that you have achieved three required competency sets and three elective sets.

## 4. What are the competency sets?

The three required competency sets are: Foundations of Library Service; Technology; and Communication and Teamwork. The six elective competency sets are: Access; Cataloging and Classification; Collection Management; Readers' Advisory; Reference and Information Services; Supervision and Management; and Youth Services.

## 5. How can I demonstrate my competency in these areas?

There are two ways to demonstrate competency.

- ▶ successfully complete a course approved by the LSSC program, or
- ▶ prepare and submit an online portfolio that will demonstrate achievement of a competency set. Experienced librarians and educators will evaluate portfolios. LSS who have significant work experience and knowledge in a competency area may want to consider the portfolio approach.

## 6. Does the LSSC program offer these courses?

No, the LSSC Program will not offer courses directly. Instead, the Program will approve courses offered by library education providers such as state library associations, state libraries, regional library cooperatives, community colleges, ALA divisions and other units, or individual consultants.

## 7. Will courses be offered locally?

Courses may be offered face-to-face or online. You may want to ask library education providers in your area to contact the LSSC Program staff for information about how to offer approved courses.

## 8. How long will I have to finish my certification work?

From initial admission into the program, candidates will have four years to successfully complete six competency sets.

## 9. How much will certification cost?

The registration fee to be admitted as an LSSC candidate is \$350 (\$325 for ALA members) and includes four years of access to the system that candidates will use to submit necessary documents. Course providers will set the cost of their courses and costs will vary with the provider.

## 10. Where can I get additional information?

Please visit the LSSC website ([www.ala-apa.org/lsscp](http://www.ala-apa.org/lsscp)). You may also contact the LSSC office at 800-545-2433, Ext. 2424 or 2433, or [lsscp@ala.org](mailto:lsscp@ala.org).