

# Professional Development Opportunities

by Leslie A. Engelson

## **Management**

### **Know & Go: Tips for Hiring the Right Person**

Hiring is an expensive and potentially frustrating experience. Learn basic tips to improve the hiring process and identify common mistakes that are made during the interview process.

February 3, 2020

\$0–\$35

<https://www.amigos.org/node/3916>

### **Work Smarter, Not Harder: Innovating Technical Services Workflows**

Improve workflow by exploring ways to make tasks and projects efficient.

February 13, 2020

\$0–\$85

[https://www.amigos.org/work\\_smarter](https://www.amigos.org/work_smarter)

### **Using Assessment Tools to Coach**

This webinar teaches a coaching strategy called mapping based on actual output from an assessment. Identify questions, create accountability, and facilitate activities that drive change.

March 27, 2020

Free

<https://www.trainingmagnetnetwork.com/events/1825?gref=calendar>

### **Motivating Employees to Be Their Best**

Learn how to tailor your leadership and communication style to better suit the needs of your staff in order to build group identity, create a culture of ownership, and establish a collaborative, inspiring work environment.

April 9, 2020

\$99–\$199

<https://store.mcls.org/index.php/supervisor-series-motivating-employees-to-be-their-best-508.html>

### **Look to the Future: How to Use Training to Build a Culture that Stops Blaming and Gets Back to Work Already**

Explore through video and interaction how to move away from blame and toward what needs to happen next.

April 23, 2020

Free

<https://www.trainingmagnetnetwork.com/events/1814?gref=calendar>

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## **Cataloging & Preservation**

### **Creating and Preserving Oral Histories**

Attendees will learn the theory and best practices for planning an oral history project, how to select recording equipment, and basic interview techniques.

February 6, 2020

\$100–\$250

<https://www.lyrasis.org/Content/Pages/Event-Details.aspx?Eid=F383D601-2BE9-E911-80FE-00155D73CF3B>

### **Free Tools for Digital Preservation: Metadata Manipulation**

Get a hands-on overview of free tools that extract, embed, and monitor metadata into digital preservation-quality files.

February 12, 2020

\$100–\$250

<https://www.lyrasis.org/Content/Pages/Event-Details.aspx?Eid=16865524-2BE9-E911-80FE-00155D73CF3B>

### **Preservation of Photographic Materials**

Learn the proper care and handling of photographic materials, appropriate storage materials, and common issues with prints, color, film, glass, and albums.

February 25 & 27, 2020

\$150–\$175

<https://www.lyrasis.org/Content/Pages/Event-Details.aspx?Eid=9D363534-2CE9-E911-80FE-00155D73CF3B>

### **Know & Go: RDA 3R Update**

Understand what the changes to RDA mean for catalogers and identify next steps.

March 2, 2020

\$0–\$35

<https://www.amigos.org/node/6093>

### **Metadata and Description for Digital Special Collections**

Provides an overview of current standards, schemas, and applications of metadata models and discusses how to evaluate a digital collection and select and design an appropriate data model. Explores ethical issues as related to metadata schema.

March 2–29, 2020

\$175

<https://libraryjuiceacademy.com/205-metadata-digcoll.php>

## **Original Cataloging of Sound Recordings Using RDA**

Instruction covers preferred source of information, description, access points, and content/media/carrier types as well as the MARC fixed and variable fields for sound recordings.

April 28-29, 2020

\$99–\$199

<http://libraryjuiceacademy.com/134-authority-control.php>

## **Linked Data**

### **Introduction to RDF**

This course focuses on the basic concepts of the RDF framework and how to use vocabularies as Properties. Attendees will create simple RDF triples in an XML representation and demonstrate how the descriptions are used to link/share information about resources.

April 6 – May 3, 2020

\$175

<https://libraryjuiceacademy.com/020-intro-semantic-web.php>