Continuing Education Committee

Purpose:

* To monitor continuing education needs and opportunities in Virginia and to encourage and support the development of current and future library leaders.

Objectives:

1. To identify and publicize continuing education opportunities to enhance the quality of library service to Virginians.
2. To gather information related to continuing education issues such as certification and distance learning for the Association, as requested by the Executive Committee.
3. To increase awareness of the ways that professionals and professional associates can take leadership roles in VLA.

Officers and Membership:

* Chair: The Chair is appointed by the Vice President/President-Elect for a two-year term and serves as a member of Council. During the second year of his/her term, the chair may recommend a chair designee to the Vice President/President-Elect for the upcoming year.
* The past chair will serve as the coordinator for the Virginia Library Leadership Academy (VALLA) and ~~may~~ appoint members to a sub-committee to help in planning for the academy.
* Membership: The Second Vice President appoints at least six members, if possible, one from each VLA region. Terms are for two years and are staggered. The Continuing Education Consultant of the Library Networking and Development Division at the Library of Virginia is an ex-officio member of the committee. Committee members pay Association dues by January 1 of each year of office.

Virginia Library Leadership Academy (VALLA):

* Purpose: To support the development of mid-career professionals and professional associates for leadership roles in Virginia libraries and VLA by soliciting applicants ~~inviting a select cohort~~ to a biannual seminar focusing on leadership, project management, networking, and library issues and trends.
* Logistics: Members of the Continuing Education Committee’s VALLA sub-group will work with the Executive Director to identify dates and sites for the academy, starting approximately one year in advance of the program. The Academy will be held in the Spring of years ending in an even number at a location reasonably accessible to attendees from across the Commonwealth.
* Prospective Participants: It is the responsibility of the planning sub-committee to recruit 20-30 participants for the academy through the VLA website, mailing lists, listservs, and social media. In addition to information about the location, duration, cost, and content (speakers and project requirement) of the academy, the recruitment will include an application, a recommendation, and a personal statement. Participants will be chosen by the committee and a **representative of VLA Council** (please clarify. Is the representative of VLA Council the same as the CE Committee Chair?). The selectors will seek to create a diverse cohort of participants.
* Program: The planning sub-committee will recommend the agenda and content of the academy in conjunction with the Executive Director. At minimum, at least half of the academy will be leadership training led by a well-credentialed leadership trainer or professor. A project (see bullet below) will be required to receive a completion certificate. One or more of the following elements may be incorporated: presentation skills, mentors, collaborations, and/or service initiatives. The length of the program will be between one and three days, depending on content and budget and subject to approval of VLA Executive Committee.

1. Presentation skills: This element will prepare participants to present information about their library to their community and to present informational programs at VLA Annual or Professional Associates Conferences.
2. Mentors: This element will pair participants, either individually or in a group, with a library leader for continuing development or project oversight.
3. Collaborations: This element will be introduced to form teams among participants to accomplish a goal, research an issue, or deliver a product.
4. Service Initiatives: This element will join participants together to represent Virginia libraries in service to Virginia.

* Project: All participants will be expected to complete a project to fulfill academy requirements. Project ideas will be included as part of the application process and will aim to benefit the individual, their library, or the Virginia Library Association. ~~not be solely to make a presentation~~. A project will be a multi-step initiative to take the lead with their organization or on behalf of the library community to explore an interest, enact a change, or examine a process. The sponsoring library’s recommendation of the candidate is indication that they are aware of and support the project and are willing to allow the candidate independent work time to fulfill this task. The project will be started after the academy and involve planning, implementation, and a written report. The report must be complete no later than one year after the academy concludes and be submitted to the coordinator, who will issue a completion certificate ~~and request a presentation, training, or article, if appropriate~~.
* Budget: VALLA must be planned to be self-supporting, or to generate a profit. Participants who are non-VLA members will be assessed a fee which is 50% higher than the fee charged to VLA members. Fees will cover speaker honorarium and travel expenses, teaching supplies, lodging for speakers, students and coordinator, and some meals. Sponsorships will be sought to raise money for anticipated shortages. A draft budget will be created by the planning committee, no later than the end of the annual conference prior to the academy.
* Website: The Continuing Education Committee’s page on the VLA Website will include information about VALLA to include promotion of future cohorts and project files and pictures and news from past cohorts.