

Library, Information and Archive Service Assistant Level 3 (Apprenticeship)

Overview

Library, Information and Archive Services (LIAS) Assistant Apprentices perform a front line role in all sectors supporting society through anticipating, determining, stimulating and satisfying the needs of existing and potential users for access to information in an ethical and fair or appropriate manner.

Objectives

The programme:

- helps you understand the needs of people using information in all its formats including digital, organise and manage those information resources.
- helps you to appreciate how to market and promote resources and provide access.
- provides you with transferable skills across a range of services such as library, archive, knowledge, customer services and learning support.

Each apprentice must undergo an independent end-point assessment to determine the outcome of their apprenticeship. The assessments will evaluate the knowledge, skills and behaviours gained during their programme. The methods in which this apprenticeship is assessed are:

- work based project report and presentation with questions
- professional discussion with underpinned by a portfolio

Facilitators	Apprenticeship by SCCU.UK
Audience	Suitable for school librarians
Commitment	18 months. Apprentices will be assigned a dedicated tutor. The tutor will visit monthly in the workplace, as well as being on hand to support throughout the duration of the apprenticeship programme. The frequency of these sessions may be more, depending on the needs of the apprentice
Date	On demand courses
Cost	Free to CAT schools through Apprenticeship Levy
Venue	In own venue