

Looking to move into management?



APESMA Frontline Management training

ALIA is currently developing a partnership with APESMA Management Education to offer discounted Frontline Management training to ALIA members.

Frontline Management is a unique management development program, which aims to provide managers with the skills to manage their own performance and support and develop the skills of those in their team.

Nationally accredited (by the Australian National Training Authority), the Frontline Management program comprises eleven units of competency, or topic areas, against which participants are assessed. These units cover essential management skills:

- work priorities and professional development
- leadership in the workplace
- effective workplace relations
- work teams
- operational planning
- workplace information systems
- quality customer service
- workplace safety
- continuous improvement
- innovation and change
- workplace learning environment

Participants will be awarded either the Certificate IV or Diploma in Business

(Frontline Management), but ALIA members can opt to study a single unit of the program, without having to commit to an entire qualification.

Unlike purely academic programs, Frontline Management is aimed at providing participants with practical management skills. Participants learn through a variety of different methods, including work-based projects, mentoring, workshops and assignments.

The program is designed for technology professionals, such as librarians, who have highly developed technical skills in their area of expertise, but who may not have formal management qualifications.

The program is specifically designed for working managers, recognises the skills they bring to the program and assists them to evaluate the strategic direction of their organisations as they progress through the course.

Assessment in all units includes the opportunity to:

- have current skills recognised through submission of a portfolio of evidence, and
- complete on- and off-the-job tasks and/or a work-based project. ■

Who's where

Recent movements in the library and information sector

Resource Options — Melbourne

Micky Ashton, manager of Resource Options in Victoria since 1995 stepped down from her role with Resource Options in November due to other commitments. Resource Options will continue to provide our high quality service from their Camberwell office with **Jill Bartholomeusz** available to assist with any staffing or consulting requirements.

University of Oxford

Ruth Bird will leave Phillips Fox at the end of January to take up the position of Bodleian Law librarian at the University of Oxford. Ruth has been the national legal information manager at Phillips Fox for nearly three years. The Bodleian Law Library is one of several major research libraries which form part of the wider Oxford University Libraries Service.

Department of the Prime Minister and Cabinet

The Department of the Prime Minister and Cabinet has merged its Library Services and Records Management Unit to form a new

section — Information Resources Management (IRM). **Debrah Lewis** has been appointed director: IRM. Before taking a four year sabbatical Debrah was director of Public Library Services at the State Library of Western Australia for two years and before that, director of the Library and Library Extension Program at the Australian Bureau of Statistics.

Enakt

Sandra Bugeja has joined Enakt Pty Ltd as general manager in the Enakt Systems Division. Sandra will be establishing the sales and marketing operation for a range of new knowledge enabling technologies.

Sandra comes to Enakt Systems with more than eleven years of customer service experience. She is heading up the two new services offered by Enakt Systems, Thorpe's CONquest service and XanEdu from ProQuest. For more information contact Sandra at ph: 03 9386 6849, mb: 0417 331 697, sandra.bugeja@enakt.com. ■

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