**Education Manager** 

Manages ALIA's accreditation of LIS courses from diploma through to master level and answers all education-related queries for potential students and LIS

### **Events Manager**

Organises ALIA's conferences and events, including campaigns like NSS, LLD, and

# YOUR NATIONAL OFFICE...

Membership Team

**Groups** and Awards Coordinator

Keeps the Groups and their activities running smoothly, and administrates the association's Awards

program.

Process all new and current member applications and upgrades, enquires, and the yearly renewals, and promote ALIA membership benefits.

> **Finance** Officer

**Events** Officer

Point of contact for auestions. registrations, and feedback for ALIA's conferences and campaigns.

Ensures that people pay us on time, we pay them on time, and is the payroll officer for the national office.

State Managers

Your local 'go to' people - on-the-ground ALIA representatives who are a wealth of knowledge, supporting your LIS activities and aueries.

**Systems Administrator** 

Keeps our website and IT systems running and safe and supports members with e-list and system enquiries.

**Web Developer** 

Controls content update and changes for staff and members and supports the ALIA membership system.

**Board of Directors** 

Volunteer members of ALIA who set its strategic direction and govern the implementation of that

## **FEATURE**

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### **Director: Member Services**

Oversees and develops the range of ALIA services and benefits offered to members, including the annual conferences, publishing, groups, and membership programs.

### Director: Professional Services

Oversees ALIA's Professional Services team, and ALIA's major awards. Maintains ALIA policies and resources for library and information work across the sectors and is the first point of contact for any industrial relations questions.

### **Executive Director**

The CEO of ALIA who leads the entire operation and is its public face on behalf of ALIA members.

### and what we do for you

### PD and Careers Manager

Manages ALIA's PD Scheme and provides professional development and career transition advice

### ALIA Training Manager

Manages ALIA Training, providing valid and valuable professional development activities under the ALIA PD Scheme.

### Copyright Advisor

Answers ALIA members' copyright, privacy, and licensing queries for both digital and print media

### **Publishing Manager**

Oversees the publication of INCITE, ALJ, AARL, and the e-newsletters.

### **Executive Support Officer**

Provides support to both the Executive Director and the ALIA Board.

### **Chief Operating Officer**

Leads the business side of ALIA to maintain ALIA's sustainability as a member Association

### **Graphic Designer**

Creates all of ALIA's printed and digital designs from NSS posters to each month's INCITE.

### **Publishing Officer**

Provides administration support to the publishing team and oversees ALIA's employment vacancy listings.

### Receptionist/ Administration Assistant

The first voice that many members and prospective members hear; provides administration support to the National Office.

### **Financial Controller**

Ensures that the Association manages your money in the most effective manner.