



July 29, 2005

The American Library Association – Allied Professional Association (ALA-APA) Certification Review Committee (CRC) invites you to consider becoming one of the first approved providers for the Certified Public Library Administrator program (CPLA). You, when approved as a continuing education program provider for ALA-APA, will be offering a course with an evaluative-based component related specifically to the administration of public libraries of all sizes.

Three divisions of the American Library Association have identified the skill sets necessary for a post-MLS management-focused curriculum. The goal is to further the development of librarians in management as well as those who aspire to hold administrative positions. Jointly, the Public Library Association (PLA), Library Administration and Management Association (LAMA), and the Association of Specialized and Cooperative Library Agencies (ASCLA) developed the nine comprehensive competencies that define the CPLA program.

We would like you to participate in this innovative educational opportunity for librarians. Soon you will receive a Request for Proposal, an application, and a detailed description of each standard. *We will be asking that you outline new or existing short courses and evaluations, which fulfill one or more of the competencies.* These courses, workshops, or institutes may be delivered in a variety of methods, such as face-to-face or online.

Course providers will pay a fee to be approved each year and will be assisted with marketing the courses to CPLA participants. Courses may, of course, also be offered to non-CPLA participants.

Please contact Jenifer Grady, Director of the ALA-APA, if you have any questions or concerns prior to receiving the RFP materials in late August at 312-280-2424 or jgrady@ala.org.

We look forward to working with you to make this first certification program a model for success.

Sincerely,

Keith Michael Fiels
Executive Director, American Library Association-Allied Professional Association

Eva Poole, MLS
Chair, Certified Public Library Administrator Program
Certification Review Committee (CPLA CRC)



ALA-APA CERTIFIED PUBLIC LIBRARY ADMINISTRATOR PROGRAM

The Certified Public Library Administrator (CPLA) program is a post-MLS certification program for public librarians with supervisory experience.

CPLA certification will enable public library administrators to:

- Further their professional education and development
- Move to a higher level of practical professional experience
- Improve career opportunities through professional expertise
- Demonstrate to colleagues, trustees and boards of directors, patrons and the wider information community that the certified person has acquired a professionally recognized body of knowledge and expertise in public library administration.

The CPLA program is jointly sponsored by the Public Library Administration (PLA), the Library Administration and Management Association (LAMA), and the Association of Specialized and Cooperative Library Agencies (ASCLA) and approved by the ALA-APA Council. The Certification Review Committee will review, approve the requirements for certification and re-certification, and administer the CPLA program.

The core competencies are:

- Budget and Finance
- Management of Technology
- Organization and Personnel Administration
- Facility Management and Maintenance

Each participant in the program will also choose three electives from the following five:

- Current Issues
- Fundraising/Grantsmanship
- Marketing
- Politics and Networking
- Serving Diverse Populations

CPLA candidates will have the following prerequisites before entering the certification process:

- A graduate degree in library and information studies from a program accredited by the American Library Association *or*
 - A master's level program in library and information studies accredited or recognized by the appropriate national body of another country *or*
 - A master's degree with a specialty in school library media from an educational unit accredited by the National Council for the Accreditation of Teacher Education (for school library media specialists only).
- A minimum of three years of experience in a public library position that includes supervisory and administrative duties.