

Certificates and Standards

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Session Objectives:

- Brief overview of certification levels
- Understand Continuing Education requirements
- Become familiar with options available for CE

43.09: Certification

- *“The division shall issue certificates to public librarians and promulgate, under ch. 227, necessary standards for public librarians. The qualifications for public librarians shall be based on education, professional training and experience.”*
- Public librarian certification requirements and grades are defined in Chapter PI 6 of the Administrative Code

PI 6.03: Public Librarian Certification

- Regular Certification Grade I
 - Municipal population * 6,000 or greater
 - General Ed Requirements Bachelor's degree
 - Library Ed Requirements Master's degree from an ALA accredited program
- Regular Certification Grade II
 - Municipal population * 3,000 – 5,999
 - General Ed Requirements Bachelor's degree
- Regular Certification Grade III
 - Municipal population * Fewer than 3,000
 - General Ed Requirements 54 semester credits, half in liberal arts & sciences

* Population data as of the last decennial census

Library Ed Requirements for Grades II and III

- 12 semester credits in the following areas:
 - Basic public library administration
 - Advanced public library administration
 - Organization and management of collections
 - Public and community services

OR –

- Bachelor's degree with a minor in Library Science *and* Advanced public library administration course

Temporary Certification

- Provides for Grade I directors to be hired before graduation
- Provides for Grade II and III directors to be hired and then complete required courses within an allotted timeframe

Continuing Education

- Once regular certification is obtained, 100 hours of CE must be compiled and documented in the 5 year period prior to recertification for all three grades
- At least 10 hours of the 100 must be technology-related training
- Details for certification are codified in Administrative Code PI 6 and explained in the Certification Manual

Options for CE Activities

- Category A
 - Academic courses
 - Approved credit equivalency courses
- Category B
 - Workshops, seminars, institutes
 - Lecture series
 - Technology Training
 - State or national library conferences
 - Audited courses
- Category C
 - Pre-approved self-directed activities
- At least 70 contact hours must be earned in Categories A & B
- Public library systems play a major role in continuing education and certification