



Equipping people to become librarians

Equipping librarians to develop library skills

Equipping librarians to understand and apply library ministry actions

As a Church Library Ministry (CLM) team member, have you experienced the need to learn more about how to carry out your responsibilities? As a CLM team leader, have you ever wished you had an intentional curriculum to help you train your team members? That is what Equipping Church Librarians for Ministry is all about—a process for you to work through individually or with your team to learn basic library skills and concepts as well as refine and improve the ministry of your church’s library. The Equipping Church Librarians for Ministry Process is the Church Library Ministry part of the Christian Growth Study Plan (CGSP).

The **Equipping Church Librarians for Ministry Process** is a flexible, easy to use guide for team leaders to use with their team members or for team members to use individually. The process involves a certificate plan for each of the six church library ministry areas. A seventh certificate plan, **CLM Orientation**, is designed for new church library team members to use as they determine which library responsibility matches their interests, spiritual gifts, passions, and abilities. These seven certificate plans are designed to equip your library team for every aspect of church library ministry.

- ❖ Each **ministry area certificate plan** has a minimum of 4 courses.
- ❖ Each course has **Course Requirements** that include a minimum of 5 actions such as *reading* specific pages in the *Church Library Ministry Information Service* and/or web site articles, *interviewing* a librarian or visiting another library, *developing* something related to the ministry area, *implementing* what you have developed, and *evaluating* what you have implemented. Or, of course, *participating* in a conference.

<p>Connecting the Church Library with the Church</p> <ul style="list-style-type: none"> A. Connecting with the Ministries of the Church B. Connecting with the Age Groups C. Connecting with Spiritual Growth of Individuals D. Connecting with Biblical Literacy 	<p>Church Library Promotion</p> <ul style="list-style-type: none"> A. Promotion Planning B. Visual Promotion C. Print Promotion D. Promotion Activities
<p>Church Library Ministry Administration</p> <ul style="list-style-type: none"> A. Church Library Ministry Design B. Planning & Budgeting C. Team Building D. Policy Development E. Space and Furnishings 	<p>Preparing History for Your Church and Library (TBA)</p> <ul style="list-style-type: none"> A. Collecting and Preserving the History of Your Church and Library B. Writing the History of Your Church and Library C. Promoting the History of Your Church and Library D. Celebrating the Heritage of Your Church and Library
<p>Church Library Ministry Collection Development</p> <ul style="list-style-type: none"> A. Selecting Media B. Circulation C. Inventory & Weeding D. Book Repair 	<p>Church Library Orientation</p> <ul style="list-style-type: none"> A. Church Library Ministry Administration Overview B. Church Library Ministry Collection Development Overview C. Church Library Ministry Classification and Cataloging Overview D. Church Library Ministry Promotion Overview E. Preparing the History of Your Church and Library Overview (TBA)
<p>Library Ministry Classification & Subject Cataloging</p> <ul style="list-style-type: none"> A. Classification B. Subject Cataloging C. Processing D. Preparing for Automation in the Church Library E. Improving Ministry Through Automation in the Church Library 	<p style="text-align: center;">For all the details and resources, go to www.churchlibrarians.NING.com</p>

