The Placement Committee shall:
Manage and staff the Placement Office at the Annual Meeting assisted by volunteers from the membership, as well as at least one full-time employee from headquarters or convention staff. Provide policy guidance on career issues relating to placement in the profession. Determine statistics necessary to develop and understand the current state of the profession, including where the positions are, types of libraries and geographic locations and where job growth is expected. Develop career publications necessary for placement and develop new publications when appropriate. Work with headquarters staff to provide a forum on AALL’s web site where members can obtain career advice, counseling and discuss issues relating to the profession. Work collaboratively with the Economic Status of Law Librarians Committee, Membership and Retention, Mentoring, Public Relations Committee, and Recruitment to Law Librarianship Committee.

This report details the activities of the Placement Committee since the Annual Meeting in Seattle. The initial Committee meeting generated several ideas, which are in various stages of development and are expected to continue until the 2014 Annual Meeting in San Antonio and into the following year. The ideas center mostly on furthering the AALL Strategic Direction of Education.

1) Develop career related publications and tools for the AALL Career Center and other parts of the web site.

At the Committee meeting in Seattle, the discussion focused on building on the previous year’s accomplishments by continuing to focus on the educational components of the Committee’s charge. In particular, there is a demonstrated need for a central location for information about job seeking that members can use throughout the year. AALL staff have expressed that they receive questions from students, new librarians, and others looking for information about seeking a job in a law library. The group decided that the most effective way to provide relevant information to the membership and others interested in a career in law librarianship is to evaluate existing material and create new publications for the AALL web site.

We are looking into developing a way for AALL members to submit career-related questions online that could then be distributed to the members of the Committee to either answer themselves or refer to an expert. We are also investigating whether we could create a webpage on the AALL site focused on resume advice. It would include sample resumes for different types of law libraries and a procedure for members to submit resumes for review. We are also exploring using the Career Center as a space to link to other relevant AALL material, as we already do with the AALL Salary Survey.

We also want to gather information about how different types of law libraries hire new professional staff, e.g., how many big law firm libraries use recruiting services? Do job placement issues differ by region? We want to reach out to local AALL chapter leaders and publish our findings on the AALL web site.

2) Plan for expanded services offered at the AALL Placement Office during the Annual Meeting.

The group is working on additional services to offer at the Annual Meeting that would be based out of the Placement Office. One idea is to create opportunities for small informational meetings held at the Placement Office or one of the interview rooms at set times and/or by appointment. The meetings would meet the needs of people who want to ask questions about resumes, interview techniques, types of librarian status, pay scales, and so on. One advantage of this model, as compared to the Coffee Talk held in Seattle, is that it would be confidential.

3) Work more collaboratively with other related groups within AALL.

One element of the Committee’s charge is to work collaboratively with the Economic Status of Law Librarians Committee, Membership and Retention, Mentoring, Public Relations Committee, and Recruitment to Law Librarianship Committee. In addition to linking to material produced by those groups from the AALL Career Center, we also plan to work with the Recruitment to Law Librarianship Committee to highlight the Placement Committee as a resource for learning about job opportunities in law libraries.
One idea is to send an email to people who have registered for the Annual Meeting as student members with information about the Committee and the Placement Office. We are also exploring ways to partner with the Conference of Newer Law Librarians (CONELL) on programming related to job placement and career advancement.

Proposed Activities for 2014-2015:

In 2014 – 2015, the Placement Committee proposes to undertake or continue the following activities:

• Continue to develop content and tools related to job seeking and career advice for the AALL Career Center and web site.
• Gather information about how law library professionals are hired in different types of organizations and geographic regions.
• Investigate ways to partner with other committees and entities within AALL that are related to job placement and career advancement.
• Reevaluate the Placement Committee charge in light of the changing focus from staffing the Placement Office at the Annual Meeting to providing career-related material via the AALL Career Center and other means.