



SEPTEMBER 2023

PROFESSIONAL DEVELOPMENT SERIES

This series is a collaboration brought to you by NCLA, CLASC & SCLA

This series of educational programs for library professionals across Long Island is a collaboration between CLASC, NCLA & SCLA. Programs are open to all library staff at no charge & presented virtually via Zoom.

Microsoft Excel Basics

Attend any or all the sessions

Sponsored by NCLA Newsletter Committee

Monday, September 11th 1:00 - 2:00pm [Register here.](#)

Basics of Setting up a Spreadsheet.

Tuesday, September 12th 1:00-2:00pm [Register here.](#)

Formatting Your Spreadsheet.

Wednesday, September 13th 1:00pm - 2:00pm [Register here.](#)

Page Layout & Printing your Spreadsheet - Pt. 1

Thursday, September 14th 1:00-2:00pm [Register here.](#)

Page Layout & Printing your Spreadsheet - Pt. 2

Important Intellectual Freedom (IF) Websites to Know About!

Wednesday, September 13th 11:00am-12:00pm

Sponsored by NCLA Intellectual Freedom Committee

A review of some of the important Intellectual Freedom websites to know about, including: Freeforallny.org; PEN America; NCAC - National Coalition Against Censorship and others.

[Register here.](#)

Coping with Vicarious Trauma and Stress in the Workplace

Friday, September 15th 2:00-3:00pm

Sponsored by RASD of SCLA and NCLA Library Staff of Color Committee

Hearing the trauma stories of others or even within the community can take an emotional and physical toll on staff and those we serve. In this training, we identify the common signs of vicarious trauma through a diverse and culturally competent lens. Participants will explore what trauma triggers feel like in the mind and body, with best practices for self-care, as well as tips to support those dealing with stress and trauma.

[Register here.](#)

Director Dash: A Day in the Life of a Suffolk County Library Director

Monday, September 18th 10:00-11:00am

Sponsored by SCLA Executive Board

Join Robert Lusak from The Smithtown Library, Stephanie McEvoy from The Westhampton Free Library and Debbie Engelhardt from Comsewogue Public Library as they discuss their workflow, job responsibilities and learning from the Administration classes offered through Long Island University. *Questions for the panel can be emailed to cnavins@smithlib.org prior to the start of the session.*

[Register here.](#)

[Mail Merge Basics](#)

Attend any or all the sessions

Sponsored by NCLA Civil Service Committee

Learn the basics of doing a Mail Merge. Knowledge of Microsoft Word would be helpful.

Monday, September 18th 1:00-2:00pm [Register here.](#)

The Basics of Setting up a Mail Merge

Tuesday, September 19th 1:00-2:00pm [Register here.](#)

Completing Different Types of Mail Merges

[Curating the Experience](#)

Monday, September 18th 3:00-4:00pm

NCLA Library Staff of Color Committee

Roosevelt Public Library's unique journey towards opening a Museum. Speaker: Joy Rankin, Cultural Curator

[Register here.](#)

[The Action of Inaction: Library Neutrality in the Wake of Social Justice](#)

Tuesday, September 19th 10:00-11:00am

Sponsored by RASD of SCLA

What does neutrality mean in libraries, and who does it serve? During this session we will explore and identify neutral actions that libraries have taken, what actions libraries have taken against neutrality, and what that means for the community and the profession. Mahasin Ameen is currently an Assistant Librarian at Indiana University Purdue University Indianapolis. She started her library journey at the Capital Area District Library in her hometown of Lansing, Michigan and has worked in public and academic libraries. Her research focuses on equity and access to library services for marginalized people, neutrality, intergenerational librarianship, and the history of Black librarianship.

[Register here.](#)

[Cognitive Behavioral Techniques for Working with Children, Adolescents, & Young Adults with Behavioral Issues in the Library](#)

Wednesday, September 20th 2:00-3:00pm

Sponsored by YASD of SCLA

On behalf of the Stony Brook Medicine Healthy Libraries Program, Dr. Adria Gerber, Assistant Clinical Professor of Psychiatry at the Renaissance School of Medicine at Stony Brook University will present cognitive behavioral techniques to work with children, teens, and young adults with behavioral issues in the libraries. The program will educate on the cognitive triangle of emotion: specifically focusing on the relationship between our thoughts, feelings, and behaviors; and how these three parts of our emotional system impact our interactions. Through this increased awareness, Dr. Gerber will explore behavioral issues shared by librarians, providing examples of cognitive behavioral interventions, coping skills, and emotional regulation strategies that can be modeled to help reinforce healthy emotional behaviors for children, teens, and young adults.

[Register here.](#)

[Programming 101 and the Importance of SEL Programming](#)

Wednesday, September 20th 2:30-3:30pm

Sponsored by NCLA YASD

Guest Speaker: 2022 Mover and Shaker Innovator Jessica Scott Fitzpatrick

[Register here.](#)

Your Guide to Easy Content Creation for Libraries

Thursday, September 21st 9:30-10:30am

Sponsored by NCLA RASD

Planning consistent content, how to create content using your collection and increase circulation, asking staff for specific help, measuring your success through insights into both circulation and social media visibility/views.

[Register here.](#)

Teaching Tech to Non-Tech Teachers

Friday, September 22nd 10:00am-12:00pm

Sponsored by CATS of SCLA

Want to teach technology programs at your library but have never done so before? Librarians Anthony Giansante of John Jermain Memorial Library, Lilly Kiel of Cutchogue New Suffolk Free Library, and Steven Alcade of Rogers Memorial Library will teach you what you need to know to teach your own technology program!

[Register here.](#)

Resume and Cover Letter Writing Workshop

Tuesday, September 26th 11:00am-12:30pm

Sponsored by SCLA Executive Board

Let's face it, the generic resume and cover letter are unlikely to set you apart from other applicants. Learn how to brand yourself and tailor your resume/cover letter. Join The Holistic Writing Tutor and learn how to stand out, even when you're starting out!

[Register here.](#)

Creating and Expanding Your Library of Things

Wednesday, September 27th 2:00-3:00pm

Sponsored by NCLA Media Services Division

Library of Things (LOT) is an umbrella term that is currently being used for a wide variety of items that your library may check out to their patrons that are not traditional library materials. We will discuss how to develop a LOT policy, what items to offer, how to market LOT materials, and finally spend time in an open forum where library staff will be able to share their best and worst experiences with LOT.

[Register here.](#)

Services for Children/Families with Disabilities

Thursday, September 28th 10:30am-11:30am

Sponsored by CLASC/NCLA's Children's Division

Join a panel of librarians from both Nassau and Suffolk counties as they share experiences with programming, outreach, and services for children/families with special needs. This discussion will conclude with a Q and A.

[Register here.](#)

*Save
THE
Date*

Suffolk County Library Association Annual Dinner

Thursday, October 26th 6:00-10:00pm
West Sayville Country Club
Registration forthcoming

