SILL

Strengthening Innovative Library Leaders

Supplemental Materials

MORTENSON CENTER for International Library Programs

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Supplemental Materials

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Strengthening Innovative Library Leaders (SILL) Training Schedule:

DAY 1

TIMEFRAME	SESSION
60–70 minutes	**WELCOMING SESSION**
10 minutes	Formal Welcoming
10 minutes	SILL Introduction
10 minutes	Participant Expectations and Training Schedule
10–15 minutes	Activity: SILL Teams
5 minutes	Participant Workbook and Leadership Profile Introduction
10–15 minutes	Activity: Problem Solving
5 minutes	Team Summary Sign-Up
90–120 minutes	**MODULE 1: LEADERSHIP STYLES FOR LIBRARIANS**
5 minutes	Module 1 Introduction
10 minutes	Icebreaker: Line Up
10 minutes	Lecture: Leadership Styles
20–30 minutes	Activity: Leadership Style Scenarios
5–10 minutes	Activity: Leadership Style Self-Assessment
10 minutes	Activity: Partner Feedback
15–25 minutes	Activity: Leadership Style Group Assessment
5–10 minutes	Activity: Individual Leadership Styles
5 minutes	Leadership Profile
5 minutes	Team Summary

130–160 minutes	MODULE 2: LIBRARY LEADERS AS INNOVATORS
5 minutes	Module 2 Introduction
10–15 minutes	Icebreaker: Paper Airplanes
10 minutes	Introducing the “Trash in the Library” Problem
5–10 minutes	Innovation YouTube Videos
20 minutes	Solving the “Trash in the Library” Problem
10 minutes	Lecture: Library Problems and Innovative Solutions
15–20 minutes	Activity: Brainstorming Innovative Solutions to Local Problems
10–15 minutes	Activity: Innovation Self-Assessment
20–25 minutes	Activity: Balloon Towers
15–20 minutes	Activity: Developing an Innovative Idea
5 minutes	Leadership Profile
5 minutes	Team Summary

DAY 2

100–125 minutes	MODULE 3: LIBRARY LEADERS WITH A PLAN
5 minutes	Module 3 Introduction
10–15 minutes	Icebreaker: Value Cards
5 minutes	Lecture: Importance of Planning
10–15 minutes	Activity: Problem Solving
10 minutes	Lecture: Writing Goals
10–15 minutes	Activity: Writing Goals
20–30 minutes	Lecture & Activity: Action Plans
20 minutes	Activity: Sharing Your Action Plans
5 minutes	Leadership Profile
5 minutes	Team Summary

125–165 minutes	MODULE 4: LIBRARY LEADERS AS COMMUNICATORS
5 minutes	Module 4 Introduction
15 minutes	Icebreaker: Drawing a Picture
10 minutes	Activity: Communication Problem Solving
5 minutes	Lecture: Introduction to Communication Styles
15–25 minutes	Activity: Communication Style Self-Assessment
5–10 minutes	Lecture: Communication Styles
25–35 minutes	Activity: Communicating in a Meeting
5–10 minutes	Lecture: Adjusting to Other Communication Styles
30–40 minutes	Activity: Role-Playing
5 minutes	Leadership Profile
5 minutes	Team Summary

35–45 minutes	**CLOSING SESSION**
10–15 minutes	Optional Activity: Super Library Leaders Photo Booth
10 minutes	Lessons Learned
15–20 minutes	Certificates and Awards

Value Cards

Cleanliness	**Reliability**
Responsiveness	**Accuracy**
Speed of Operations	**Hard Work**
Communications	**Team Work**
Accountability	**Efficiency**

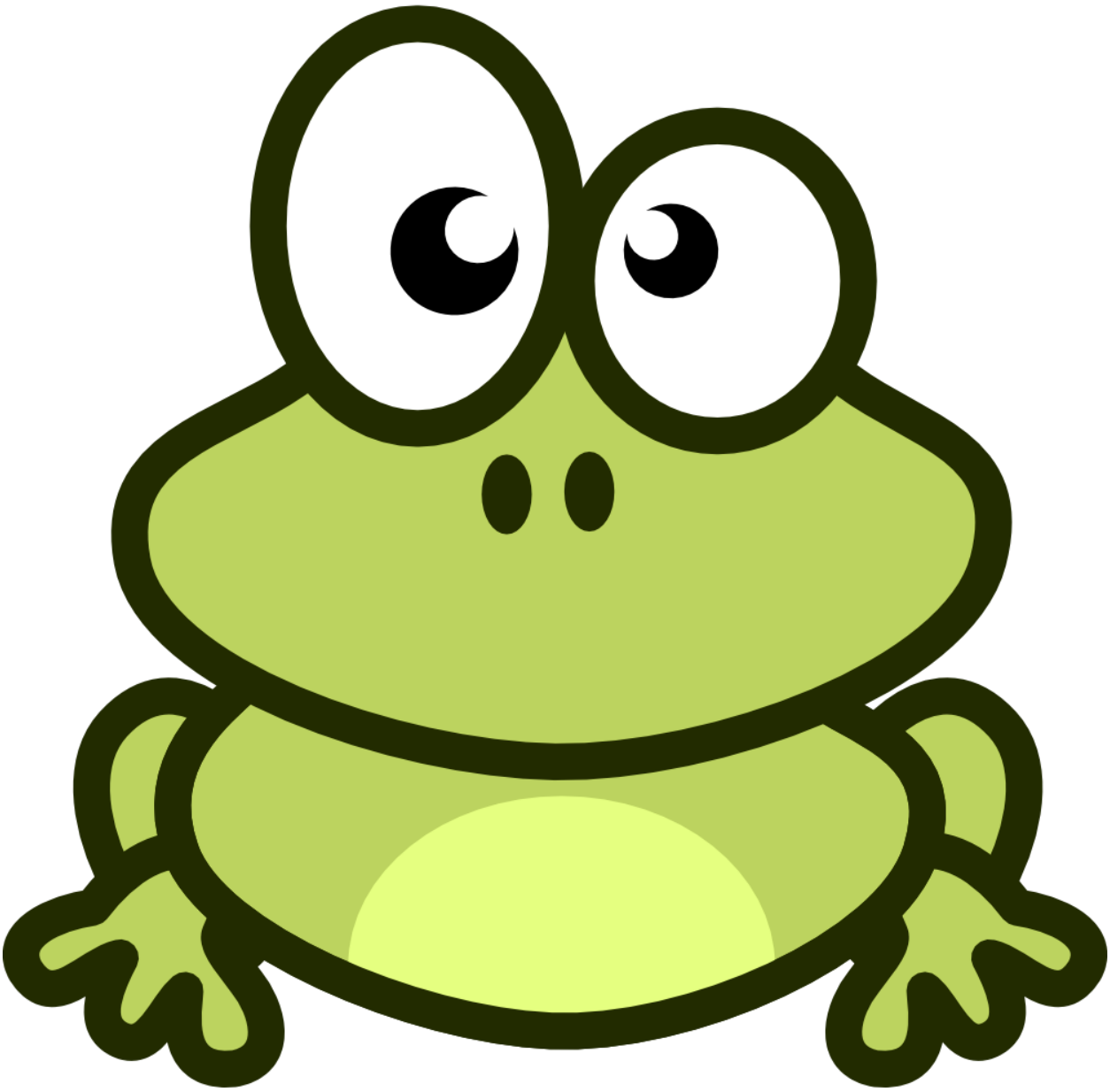
Innovation	**Respect**
User Satisfaction	**Continuous Improvement**
Integrity	**Tolerance**
Employee Initiative	**Self-Reliance**
Responsiveness to Community Needs	**Ability to Problem Solve**

Creativity	**Honesty**
Access to Information	**Service Excellence**

Picture #1



Picture #2



Leadership Scenario Cards

Scenario 1:

You ask for your director's advice on the following issue: I think a new business in town might be interested in supporting a library program. How shall I proceed?

Scenario 2:

You ask for your director's advice on the following issue: Pete is always late to work. I have discussed this with him and nothing has changed. What should I do?

Scenario 3:

You ask for your director's advice on the following issue: Our users are complaining about how long they have to wait to use a computer. What should we do?

Scenario 4:

You ask for your director's advice on the following issue: I have noticed that many mothers are looking at the computers but seem reluctant to use them. I would like to start a computer instruction program for mothers. What do you think?

Scenario 5:

You ask for your director's advice on the following issue: I have noticed that other libraries are loaning tablets to their users. I think this is a good idea. Do I have your permission to purchase 3-4 tablets?

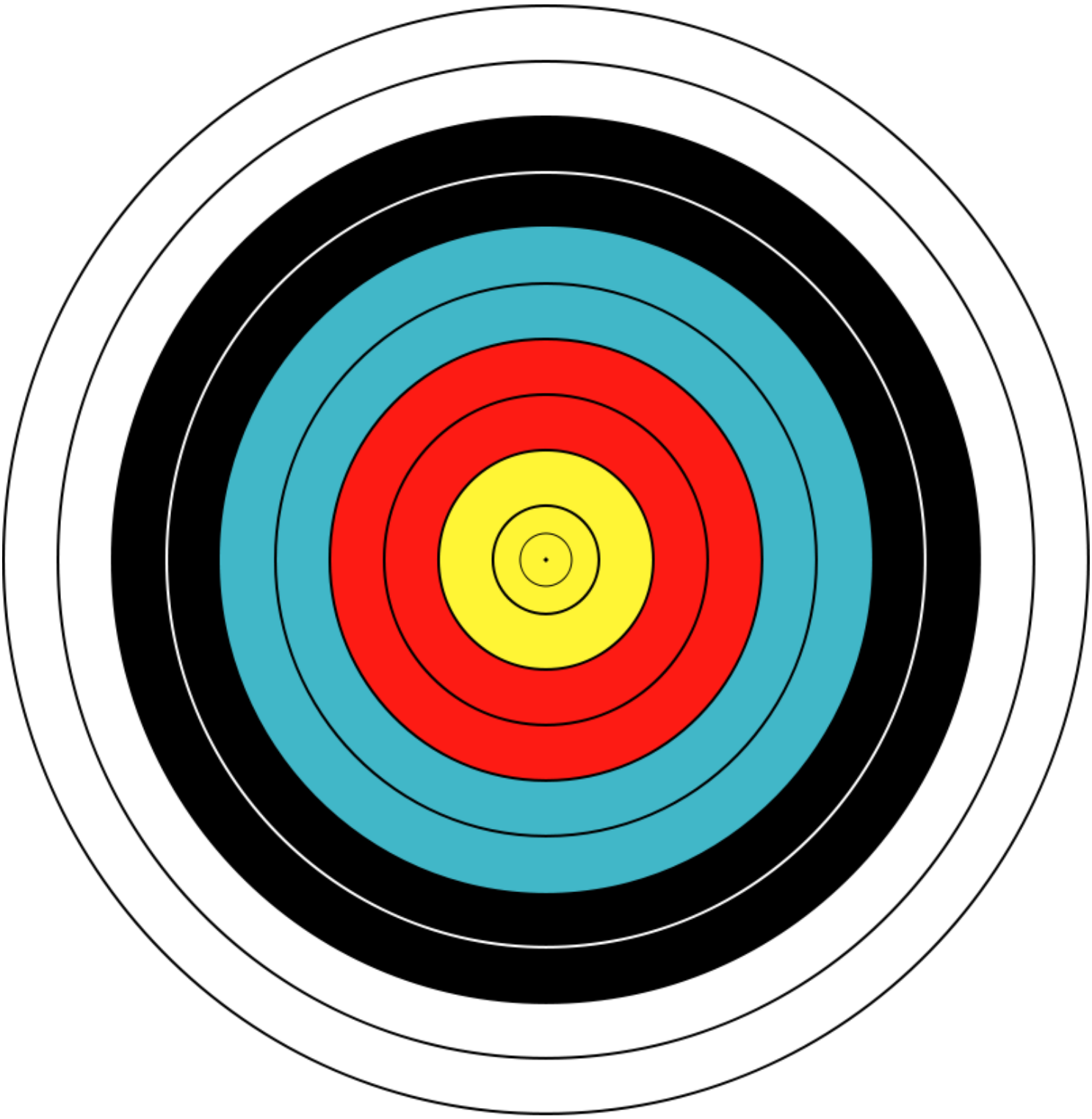
Scenario 6:

You ask for your director's advice on the following issue: I see that a lot of our users are at the market. I would like to start a library stall at the market to attract more users. What do you think?

Scenario 7:

You ask for your director's advice on the following issue: I would like to start a recognition program for hard-working and excellent library employees. May I form a small working group and submit a proposal to you?

Paper Airplane Target



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has successfully completed the Strengthening Innovative Library Leaders program.

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Strengthening Innovative Library Leaders

TEAM ACHIEVEMENT AWARD

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