



Serving librarians,
staff, and trustees
since 1939

Our Mission:

- To provide quality information and activities for all areas of SCLA membership.
- To maintain financial viability to support division, committee, and award activities.
- To respond to the needs of the membership we represent.
- To support and educate all the membership dedicated to this mission.
- To be a premiere Suffolk County association offering a broad range of workshops.

Did You Know?

As a Special Librarian you could:

- Provide reference assistance
- Design and maintain a web page
- Develop & manage book/journal collections
- Utilize the latest technology
- Manage a department
- Hire staff
- Acquire and catalog materials
- Write grants
- Publish professionally
- Assist employees in private businesses
- Provide research services and access to information
- Assist health professionals, patients, and researchers
- Provide and maintain databases
- Attend conferences and workshops



Suffolk County Library Association

Careers in Special Libraries



Suffolk County Library Association

www.scla.net

Email: scla1939@gmail.com

Job Description

Special librarians, often referred to as information professionals, work for organizations that have a specific subject focus. Organizations with related special libraries include hospitals, corporate entities, government agencies, and nonprofit agencies. Some special libraries, such as the National Library of Medicine, may be public, while others, such as the Folger Shakespeare Library, are private. Often, special libraries exist as an entity within a larger organization such as a university.

The primary responsibility of the special librarian is to fulfill the information needs of members of the organization. Special librarians collect materials relevant to the subject area and organize them, provide reference service for members of the organization or other constituents, and may participate in digital projects. Special librarians follow trends related to their subject specialty closely. In larger libraries, they may manage staff, or develop initiatives to support research and scholarship.

Education Requirements

A master's degree in Library Science (MLS) from an American Library Association-accredited library school.

Some special libraries may require an additional master's degree or doctorate in a relevant field. A law librarian may be required to have a law degree.

Special librarians are not required to have Civil Service registration nor do they have to be on Civil Service lists.

Graduate Programs in Library Science

Graduate School of Library and Information Studies

Queens College/CUNY
65-30 Kissena Blvd.
Flushing, NY 11367
718-997-3790

<http://www.qc.cuny.edu/Academics/Degrees/DSS/gslis/Pages/homepage.aspx>

Palmer School of Library and Information Science

LIU Post Campus
720 Northern Blvd.
Brookville, NY 11548
516-299-2866

<http://www.liu.edu/palmer/>

Pratt Institute/School of Information

200 Willoughby Avenue
Brooklyn, NY 11205
718-636-3702

<https://www.pratt.edu/academics/information/>

St. John's University/Division of Library and Information Science

8000 Utopia Parkway
Jamaica, NY 11439
718-990-6200

<http://www.stjohns.edu/academics/schools-and-colleges/st-johns-college-liberal-arts-and-sciences/library-and-information-science>



Suffolk County Library Association

Professional Associations

Suffolk County Library Association (SCLA)

<http://scla.net>

Consider joining the Division of Academic and Special Libraries (DASL)

Special Libraries Association (SLA)

<http://www.sla.org>

New York Library Association (NYLA)

<http://www.nyla.org>

—Academic and Special Libraries Section (ASLS)

American Library Association (ALA)

<http://www.ala.org>

—Association of College & Research Libraries (ACRL)

<http://www.ala.org/acrl>

American Association of Law Libraries (AALL)

<http://www.aallnet.org>

American Theological Library Association (ATLA)

<http://atla.com>

Art Libraries Society of North America

<https://www.arlisna.org/>

Medical Library Association

<http://cech.mlanet.org>

Music Library Association

<http://www.musiclibraryassoc.org>

Most organizations offer discounted rates for students.