

My Work Experience Placement

Hi my name is Hannah, and I did three days of work experience at the Pilgrim Staff library. Each day I got to meet a new member of the team, and working beside Carrie every day. I'm an A-Level student who is interested in this type of work, and so I was pretty excited when I saw it was available as an option for work experience. I can admit how nervous I was to walk through the doors the first day as I am never one for meeting new people in a new place. However, it was a warm reception that I had and I wasn't nervous anymore once we got started. I had not been aware that there was a staff library or how important it is, but I have since learnt and recognise now its importance to the students and staff here.

On the first day here I got told all about what I would be doing for the next three days, given a timetable and a tour of the building and library. I was taught how their subject index works and how the books are organised. I learnt how to use Koha and LibKey, sending off article requests to NHS staff who email requests to ask the library to find them, even signing a few off with my own name. I found two books that needed to be replaced with new editions, then stuck new barcodes in them, so I could catalogue the books. I also went round with Joel, to work through a list of books to see if there were any editions that weren't needed anymore. We found quite a few, and the next day I was shown how to take them off the system and withdraw them. I went home really looking forwards to the next day of work experience.

On my second day I met Laila, who gave me an overview of her role and took me through the library website. She also taught me how to use Canva where I made a poster for Disability Awareness Month in July that will be used for a book display. The library has a medical archive of beautiful old books, but in summer heat and sunlight they can be at risk of damage. I helped move them into the store, choosing three books that interested me to have on display, which will be rotated to help preserve them. Along with the chosen books for the display, I made a front cover for the catalogue of what books are in the store using Canva, and even changed some colours on the catalogue itself. Both Carrie and Laila took me through their library bulletins so I could see how they're created and help NHS staff.

On my third day I met Stephen who spoke to me about his role and career. Talking to me about librarianships and accredited courses, and how you can do work experience placements to get experience before studying a masters degree. We spoke a little about what I wanted to study as an undergraduate degree, and he even recommended me a book that would be helpful for my philosophy course. I also went looking for missing books, but to no avail, but it was still fun to try and look.

I wrote this blog post for other work experience students to look at and understand a bit more about what they will be doing with the library team. Overall I really enjoyed it here, even though it was only for three days, I

would definitely have enjoyed it if I was here longer. Everyone I've spoken to and met is really friendly and it couldn't be a nicer environment to work in. I'd say that this has definitely interested me in doing something like this in the future, I was already interested in doing archives but looking more at a librarian side or something along those lines is certainly something I will explore further. I have enjoyed my time here and couldn't recommend it more, even if it doesn't sound interesting to you, or you don't know what you want to do, just give it a go!