Manpower Management in the Digital era of Library and Information science

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Introduction

21st century world brought out drastic changes in the technology to our profession. Automation, Digitization, electronic form of resources such as e-books, e-journals, multimedia, online resources etc are playing major role in the modern library management system. This is leading to challenge for the libraries to cope up to these changes and to update their personnel skills to tune to changing technology.

Among 5 Ms-Money, Man, Machine, Material, Man played an important means for the optimum utilization of other resources. In order to provide information in the digital era, we need to commit and competitive, confident, and have dynamic manpower planning, development and management.

Manpower Resources

According to L.C.Megginson, Manpower is the skill of knowledge, creative abilities, talents and aptitudes obtained in the population. In general, library manpower refers to the people or human resource engaged in the library that carries out the library activities which leads to fulfill its objectives.

Importance of Manpower Management

The importance of library manpower management is to determine all-round development of the library. Libraries are defined set of goals. These goals are fulfilled by the library personnel.
Manpower management is to create new good work culture, motivate by giving training in the latest technology skills, giving increments in the form of promotion.

Manpower Management is to create good position in the profession, society with good pay/salary, dignity, opportunity for the development and to create cooperative environment in the working environment.

**Manpower planning**

In order to run the library smoothly and successfully, manpower planning is highly essential.

Planning is to understand the demand of the users.

Planning is to understand the staff of the library.

Planning is to create good working environment.

Planning is to ensure the maximum utilization of the library materials.

**Factors effecting Manpower planning**

Manpower plan helps to understand the user’s needs in the form of sources and services of the library.

It helps to understand the functions required by the library users.

It helps to understand the financial estimate of the library staff.

It helps to understand the attitude of the authority towards library.

**Manpower Process**

This will provide, forecast of the present and anticipated manpower of the library in accordance with the organizations structure and function.

This is a continuous process; need to be consistently evaluated and updated.

Manpower Process involves

- forecasting the library staff requirement, anticipating the manpower needs according to plan and program.
- recruitment of library staff.
- evaluation of performance.
- training of library staff according to changing technology.
Manpower Management involves

Recruitment, training, productivity, performance appraisal, job satisfaction, motivation etc. While recruitment of library staff, one as to see that, how updated the candidate is in the technology skills. If not up to what level he/she needs on the job training or off the job training. After recruitment, how far they are going to perform better, meets the organizational objectives or goals of the organization? One as to observe the commitment to hard work, eager to learn etc. How far the staff is productive and satisfied in the existing job. One as to observe the behavioural attitudes in the library environment. Staff should not create unhealthy cooperative encouraging environment rather than creating discouraging unhealthy environment. We should create friendly environment so that other staff should feel comfortable to work. Bossism should not be in the library. Friendliness is the only way to extract the better work.

Need for Manpower development in the library

Because of the increased role of the librarian in the digital era, globalization, technology change for superiority, system concepts etc are some of the factors responsible for the need of manpower development for the library.

Professional staff need to be trained in their new role as facilitators, consultants, online searches, interpreters, need to learn the latest techniques of services.

ICT played an important role in the library manpower management development. All the traditional librarians have to update their skills in the technology part. They have to undergo on the job training in automation part, digitization part and to see that they can update their professional skills to the changing environment.
Authorities should send the librarians to workshops, orientation courses, refresher courses, seminars etc so the librarians can get the latest happenings in around the professional environment.

**Changing role of librarian**

Because of change in technology, librarian needs to learn and develop new skills like computerization, digitization of resources etc.

**Conclusion**

In the changing technology, manpower in the library also need to change and upgrade to the changing environment. Training of professionals in the IT, website designing, networkings, developing of digital library etc as become mandatory. Continuous training and development is needed. Authority need to depute library staff to training programs as and when the change takes place in the library environment. Thus, the librarians also should take interest in taking these trainings and update their skills in library technology by convincing the authorities.

**References**


