

# **Development Plan of the Tallinn Health Care College Library**

**2012–2016**

## **1. Introduction**

The development plan of the Tallinn Health Care College Library (library) has been compiled in the second half of 2011 for the years 2012 – 2016.

The library is a specialized library, focusing on medicine, healthcare and welfare, and that is guided by the Statute of Tallinn Health Care College (college), development plan, main trends of Estonian specialized libraries, and other legislative acts.

The library is located in two separate buildings: in Tallinn and in Kohtla-Järve.

## **2. Mission**

To be the specialized library with the best possible collection of literature and electronic search systems on the topics taught in the college. The collection of the library provides fully support to the learning process, lifelong learning as well as research and development activities in the college.

## **3. Vision**

The library is the centre of educational and learning materials, as well as of research and development, obtaining contemporary databases and ensuring the attainability on the best possible level.

## **4. Evaluation of the current situation**

- 4.1. Developing cooperation with all structural units of the college to upgrade the collection.
- 4.2. Developing cooperation with other Estonian specialized and academic libraries and with the section of special literature in Estonian Librarian Association, Estonian National Library and European Association for Health Information and Libraries (EAHIL) in terms of work methodology and specific questions related to specialities.
- 4.3. Developing cooperation with libraries of foreign colleges.
- 4.4. Broadening and modernisation of the services offered by the library.
- 4.5. Constant development of the library and its information systems.
- 4.6. Coordinating publishing activities of the college.

## **SWOT-analysis of the library**

### Strengths of the library

- The biggest specialized library with medicine, health care and welfare literature in North Estonia.
- The only library in Estonia to have a systematic completion of literature on optometry and dental technology.
- Supports the learner with its activities, material basis and technical means to become a qualified specialist.
- Has modern material-technical basis in both libraries.
- Has up-to-date facilities in Kohtla-Järve.

### Weaknesses of the library

- Disunity of the rooms of the library which is located in Tallinn.
- Bad location of the rooms in the Tallinn library (on the IV floor).

### Outer possibilities influencing the library

- There is the big need for the learners in the field.
- Possibility to cooperate with other specialized libraries in Estonia as well as with libraries abroad.

### Outer dangers influencing the library

- Stressful economic situation.
- Special literature becomes outdated very quickly.
- Not enough literature in national language.

## **5. Strategic goals and activities of the library in 2012 – 2016:**

### **5.1 Organisation and staff (students; staff)**

- 5.1.1** Organizing a satisfaction-questionnaire in order to study the quality of the services of the library and the need for information.
- 5.1.2** According to the users` proposals and library possibilities to improve the service and educate the reader.
- 5.1.3** Constant development of skills and knowledge of library workers in order to guarantee their knowledge and professionalism in accordance with the goals of the library, its influence and responsibility in its field.
- 5.1.4** Raise the quality of service via supporting the workers continuous training in their field of speciality and information-technology.

## **5.2 Learning**

- 5.2.1** Supporting learning, research and development work in the college.
- 5.2.2** Changing and further completion of the library electronic data according to the contents of the college learning, research and development work.
- 5.2.3** Elaborating and implementing the optimal location plan of the library.
- 5.2.4** Constant development of modernized and expanded services, including readers` training.
- 5.2.5** Compiling and modernizing the information search training programme guidelines, including e-instructions; regular training for using databases.

## **5.3 Development and research**

- 5.3.1** Developing cooperation with all structural units of the college to develop the collection.
- 5.3.2** Developing cooperation with other Estonian specialized and academic libraries and with the section of special literature in Estonian Librarian Association, Estonian National Library and European Association for Health Information and Libraries (EAHIL) in terms of work methodology and specific questions related to specialities.
- 5.3.3** Developing cooperation with libraries of foreign colleges.
- 5.3.4** Coordinating the work of libraries in Tallinn and Kohtla – Järve structural units.
- 5.3.5** Coordinating the publishing activities of the college.
- 5.3.6** Developing coordination with all the chairs of the college to organize thematic exhibitions.

## **5.4 Organisation (leadership and communication)**

- 5.4.1** The library is guided by the Statute of Tallinn Health Care College, development plan, main trends of Estonian specialized libraries, and other legislative acts.
- 5.4.2** Conducting satisfaction – surveys to improve and modernize the work of the library.
- 5.4.3** Modernizing the library webpage (including texts in English and Russian).

## **5.5 Material – technical resources (learning and working environment)**

- 5.5.1** Renewing computers in order to improve the learning and working environment of the library.
- 5.5.2** Updating the library rooms and material-technical basis according to the requirements today.