

Intro

For the purposes of this survey, the following definitions will apply.

A project is defined as a temporary endeavor undertaken to create a unique product, service or result. A project is **temporary** in that it has a defined beginning and end in time, and therefore defined scope and resources. A project is **unique** in that it is not a routine operation, but a specific set of operations designed to accomplish a singular goal.

Project Management is defined as the application of knowledge, skills, tools, and techniques to project activities to meet the project requirements.

These definitions are adapted from the [PMI What is Project Management](#) website.

**On behalf of the American Library Association (ALA) Library Leadership & Management Association (LLAMA) Division, the Project Management Project Team and the IDEA Lab Research Group From the Complutense University of Madrid, Spain, would like to invite you to participate in a survey regarding your knowledge, engagement, and interest in Project Management in your current position in libraries.*

*The survey is administered by the **Center for Social Science Research of the University of Notre Dame**, and is open to all types of libraries and librarians worldwide, regardless of ALA membership or that of the LLAMA Division. This survey, which takes approximately 9 minutes to complete, will help inform the LLAMA Division what next steps could be taken to ensure project management skills are enhanced and appreciated in the library profession. No sensitive personally identifiable data are collected, and any non-sensitive personally identifiable information is opt-in and will be used only for the study.*

Project Management Contextual Questions

Is Project Management part of your official job description?

☐ Yes

☐ No

Was Project Management part of your original job description or was it added in after you were hired?

- ☐ It was part of my original job description when I was first hired.
- ☐ It was added on to my job description after I was hired.

Have you been managing projects at work?

- ☐ Yes
- ☐ No

Many people manage projects, but do not have Project Management acknowledged as part of their job description. How does this distinction impact your work?

How much experience do you have with managing projects?

- ☐ A great deal
- ☐ A lot
- ☐ A moderate amount
- ☐ A little
- ☐ None at all

Consider the 2018 calendar year (January 2018-December 2018). Around what percentage of your time at work was spent on Project Management responsibilities?

- ☐ 0%
- ☐ 1% - 25%
- ☐ 26% - 50%
- ☐ 51% - 75%
- ☐ 76% - 99%

☐ 100%

Consider any projects you've worked on over the past 5 years. Please indicate all your roles in those projects. Please select all that apply.

☐ Project Manager

☐ Subject Matter Expert

☐ Team Lead

☐ Project Sponsor

☐ Team Member

☐ Other

How many projects have you managed over the past 5 years?

☐ 0

☐ 1-3

☐ 4-8

☐ 9+

How much do you agree with the following statement: Project Management processes have been accepted by your libraries' administration level (library director, high-level managers).

☐ Strongly agree

☐ Somewhat agree

☐ Neither agree nor disagree

☐ Somewhat disagree

☐ Strongly disagree

How much do you feel that Project Management is being used in your library's normal operations?

☐ A great deal

☐ A lot

☐ A moderate amount

☐ A little

☐ None at all

How well do you feel that Project Management processes have been accepted by your library colleagues?

☐ Extremely well

- ☐ Very well
- ☐ Moderately well
- ☐ Slightly well
- ☐ Not well at all

How consistently does your library apply Project Management methodologies across all work functions?

- ☐ Extremely consistently
- ☐ Somewhat consistently
- ☐ Neither consistently nor inconsistently
- ☐ Somewhat inconsistently
- ☐ Extremely inconsistently

How supportive is your library of Project Management?

- ☐ Extremely supportive
- ☐ Very supportive
- ☐ Moderately supportive
- ☐ Slightly supportive
- ☐ Not supportive at all

Please elaborate by providing any specific examples about your library's Project Management support.

Training Questions

From where have you received Project Management training? Please select all that apply.

- ☐ I have not received any Project Management training
- ☐ Undergraduate Degree
- ☐ Graduate Degree
- ☐ Certification from a professional project management association (i.e. PMI)

- ☐ Certification from your institution
- ☐ Other professional organization offerings
- ☐ Credit course(s)
- ☐ Training Program provided by your institution
- ☐ Self taught
- ☐ Unofficial mentorship on the job
- ☐ From another job
- ☐ Other (please specify):

Please select how familiar you are with the following Project Management philosophies.

SCRUM	<input type="text"/>
Kanban	<input type="text"/>
Lean Software Development	<input type="text"/>
Feature Driven Development (FDD)	<input type="text"/>
Dynamic Systems Development Method (DSDM)	<input type="text"/>
eXtreme Programming (XP)	<input type="text"/>

If you use any other Project Management philosophies, please list them below.

Do you use any Project Management software?

- ☐ Yes
- ☐ No

Please select all Project Management software that you use.

- ☐ Asana
- ☐ Trello
- ☐ Basecamp
- ☐ MS Planner

- ☐ MS Project
- ☐ JIRA
- ☐ Other (please specify):

Do you want your library to provide professional development training for Project Management?

- ☐ Yes
- ☐ No

Which professional development opportunities in Project Management would you like your library to offer? Please select all that apply.

- ☐ One-time onsite training
- ☐ Ongoing onsite training
- ☐ Attending conferences
- ☐ Attending seminars/workshops
- ☐ Professional membership and network
- ☐ Community of practice (i.e. local chapters and onsite talks)
- ☐ Interest group
- ☐ Other (please specify):

How do you personally obtain Project Management knowledge? Please select all that apply.

- ☐ Read books
- ☐ Read articles
- ☐ Read blogs
- ☐ Attend seminars/workshops (including online)
- ☐ Personal membership
- ☐ Conferences
- ☐ Community of practice
- ☐ Interest group
- ☐ No plan to learn

How do you manage projects at work?

Which professional development opportunities in Project Management would you like ALA/LLAMA to offer? Please select all that apply.

- ☐ Attending conferences
- ☐ Attending seminars/workshops
- ☐ Certificate program
- ☐ Community of practice (i.e. local chapters and onsite talks)
- ☐ Interest group
- ☐ One-time onsite training
- ☐ Ongoing onsite training
- ☐ Partnerships with formal project management organizations
- ☐ Professional membership and network
- ☐ Other: (please specify)

Which of the following Project Management topics would you be interested in learning more about?

- | | |
|---|--|
| <input type="checkbox"/> Assessment | <input type="checkbox"/> People/Soft Skills |
| <input type="checkbox"/> Budgeting | <input type="checkbox"/> Personnel |
| <input type="checkbox"/> Change Management | <input type="checkbox"/> Major Factors Contributing to Project Failure |
| <input type="checkbox"/> Compliance | <input type="checkbox"/> Proposal Development |
| <input type="checkbox"/> Conflict Management | <input type="checkbox"/> Resources |
| <input type="checkbox"/> Leadership | <input type="checkbox"/> Roles and Responsibilities |
| <input type="checkbox"/> Meeting Facilitation | <input type="checkbox"/> Software and Tools |
| <input type="checkbox"/> Methodologies | <input type="checkbox"/> Vendor Partners |
| <input type="checkbox"/> Needs Assessment | <input type="checkbox"/> Other: (please specify) |

Demographics

Are you an ALA member?

☐ Yes

☐ No

In which country do you currently reside?

In which state do you currently reside?

What best describes your workplace?

☐ Academic Library

☐ Law Library

☐ Medical Library

☐ Museum Library

☐ National/Congressional

☐ Public Library

☐ School (K-12) Library

☐ State Library

☐ Specialized Library

☐ Library School Department

☐ Other (please specify):

Around how many full time employees are at your library?

☐ 1-20

☐ 21-50

☐ 51-100

☐ 101-200

☐ 201+

Which of the following best describes your current position?

☐ Acquisitions

- ☐ Administration
- ☐ Adult Librarian
- ☐ Cataloging/Metadata
- ☐ Children's Librarian
- ☐ Collection Development
- ☐ IT/Systems/Programming
- ☐ Lending and Borrowing
- ☐ Library School Faculty
- ☐ Project Management
- ☐ Public Services
- ☐ Research and Instruction
- ☐ Scholarly Communications/Copyright
- ☐ Young Adult Librarian
- ☐ Other (please specify):

How many years have you been a part of the library community?

- ☐ 0-5
- ☐ 6-10
- ☐ 11-15
- ☐ 16-20
- ☐ 21+

Do you currently hold or are are working towards a Library Science degree (i.g. B.A. MLS/MIS/MLIS, or any equivalent)?

- ☐ Yes
- ☐ No

Did/does your degree program include Project Management coursework?

- ☐ Yes
- ☐ No

Is/was the Project Management coursework required?

☐ Yes

☐ No

Did you or are you planning to take the Project Management coursework?

☐ Yes

☐ No

How important do you feel it is for Project Management coursework to be offered in library science programs?

☐ Extremely important

☐ Very important

☐ Moderately important

☐ Slightly important

☐ Not at all important

Closing Questions

Would you like to know more about this project?

☐ Yes

☐ No

Please fill in your contact information below (opt-in or opt-out; non-sensitive personally identifiable information will be used only for the study):

Name

Email

Institution

Phone

Please leave any additional feedback that you would like us to consider.



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