

## **MISSION STATEMENT**

**The Learning Resources Service will endeavour to provide the best learning support possible, always attempting to balance the needs of the organisation and the needs of the customer**

### **The aims of the Learning Resources Service are:**

1. to provide a central college-wide resource service supporting the education, information and personal development needs of the College community. We will provide an accessible, diverse and inclusive service to all our users regardless of disability, ethnicity and gender
2. to support curriculum provision by encouraging and promoting study skills, IT skills, information retrieval and independent learning
3. in all respects to support all college policies

### **In achieving these aims our objectives must be:**

- a) to provide a suitable environment conducive to study and independent learning, to maintain teaching and learning equipment to enable customers to access resources and to provide instruction on how to use such equipment
- b) to maintain a catalogue of all college learning resources and to physically organise the resources in such a way as to provide easy access to the materials by all learning centre customers
- c) to provide a programme of induction to the effective use of all learning resources and to provide guides to enable customers to use the resources collection to its fullest potential
- d) to support and promote the effective use of ILT and electronic resources
- e) to maintain a college archive
- f) to liaise with College teaching staff to ensure curriculum led acquisition and the provision of teaching and learning materials to support the delivery of a comprehensive and flexible curriculum
- g) to strive for excellence by developing the skills of the Learning Resources team
- h) to provide resources and support for the professional development of College staff by keeping staff aware of current developments and new resources in their subject field
- i) to provide resources which support and promote reading for pleasure
- j) to liaise with other staff teams in College to provide support for students
- k) to provide public access copying for customers, together with guidelines on current copyright legislation and practice
- l) to monitor and evaluate the service with a view to year on year improvement