All Staff Day

Boyd County Public Library Style

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The Red Carpet

One of my favorite announcements for

All Staff Day sent out to staff

THEMES OVER THE YEARS

- Library Games: Based on popular game shows and tailored around library policies, procedures, and issues
- Red Carpet: Movie themed day focused on security
- Under the Big Top: circus themed dealing with patrons
- Exemplary Island: cruise ship themed day to explain strategic plan
- Plan B: theme was on making plans: for emergencies, the future, being healthy
- Global World Tour: Ports of call themed to introduce departments
- All about US: Users and Staff

Elements of All Staff Day

- Committee sets theme, picks food, and plans the day

- Second Tuesday in October

- Mandatory for all staff

- 9 am to 4 pm
  - Lunch is paid if staff volunteer to set up or clean up

- Day begins at 8:30 with set up

Elements of All Staff Day continued

- Breakfast begins at 9 am
- Poll with 4-5 questions
  - Polleverywhere.com
- Introduction of new staff
- Continuing education until lunch
- Lunch (obviously)
- Education continues if needed

Elements of All Staff Day continued

- Service Awards
  - For staff who have achieved the 5, 10, 15, 20, and 20+ milestones
- Q & A from staff, usually answered by Management Team
- I try to end the day by 3 pm
- Clean up lasts about 30 minutes
- Done by 4 pm

Other Stuff

- Dress code is out the window (sorta)
  - Staff can wear shorts, flip flops, sleeveless garments, sweats, jeans, shirts with logos (as long as they keep it clean, non-political/religious/etc.)
  - And no bare midriffs and keep it G rated, be clean, cut down on the perfume
- Each year some issue comes up or the library is doing something that makes planning the theme easy
- Every few years, we have library benefits providers come

Other Stuff

- Lunch is always catered so someone doesn't have to go get it and set it up
- There are door prizes
  - Free stuff that comes during the year
  - Days off for full and part time staff
  - Gift certificate to Land's End Business (where we purchase library shirts)
- We always laugh—a lot because my assistant director and I have the same sense of humor
- At the end, I do a simple poll as an evaluation
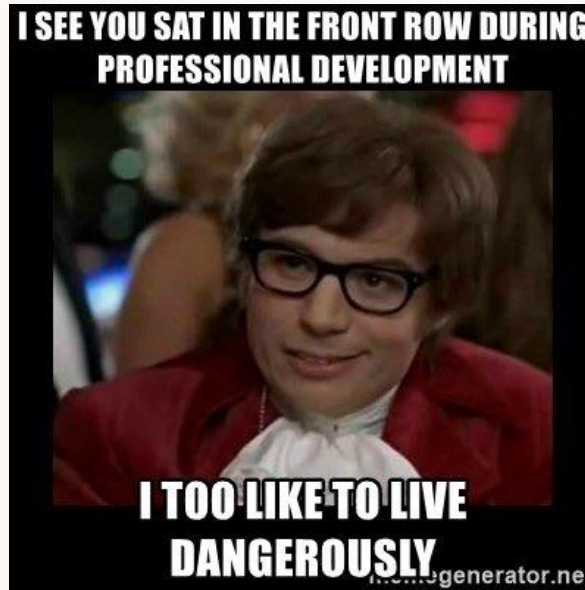
How was today?

A

B

C

OUTSTANDING STAFF DAYS

Demaris Hill

Anderson Public Library

OUTLINE

Introduction

Web of Compliments (small group)

Who Am I? (large group)

Questions?

INTRODUCTION

I am the current Director at Anderson Public Library with over 15 years experience working in different areas of the library and in libraries of various sizes.

For me staff days are more about team building and comradery than anything else.

These things help us work on the soft skills. They do not have to be dreaded days of drudgery.

WEB OF COMPLIMENTS

Objective:
This **activity** encourages staff to recognize coworkers and create a literal **web of compliments**, which connects each individual to the team.

Materials:
Large ball of string or Yarn
A large space to form a circle

Ask staff to stand in a circle
Have the first staff person wrap the end of the yarn around their finger 3 times
The first staff person then chooses one staff member to pass the yarn to
As they pass the yarn they give a compliment to the person they are passing the yarn to
Repeat this until everyone in the circle has been given the yarn (and a compliment)
This has created a web of compliments and if you try to untangle the web it is almost impossible

WHO AM I???

PREPARATION:

- Send out an email to all staff asking them to provide 1 tidbit about themselves that folks don't know
- Create the worksheets listing all the tidbits

TIPS

- Scramble the tidbits on different worksheets
- For example: 200 staff = 20 worksheets with 10 tidbits each
- Print 10 sets of each worksheet and make sure you mix them up

STAFF DAY

- Hand them out at the beginning of staff day leaving time at the end of the day to share the answers
- It is a lot of fun to find out quirky things about your co-workers
- One of the tidbits at my old library was, "I have been to Disney over 100 times!"

Staff days are an excellent way to improve staff morale if you find a nice balance between necessary and fun. Sometimes, staff will say the best part of the day was lunch. And that's ok!

QUESTIONS???
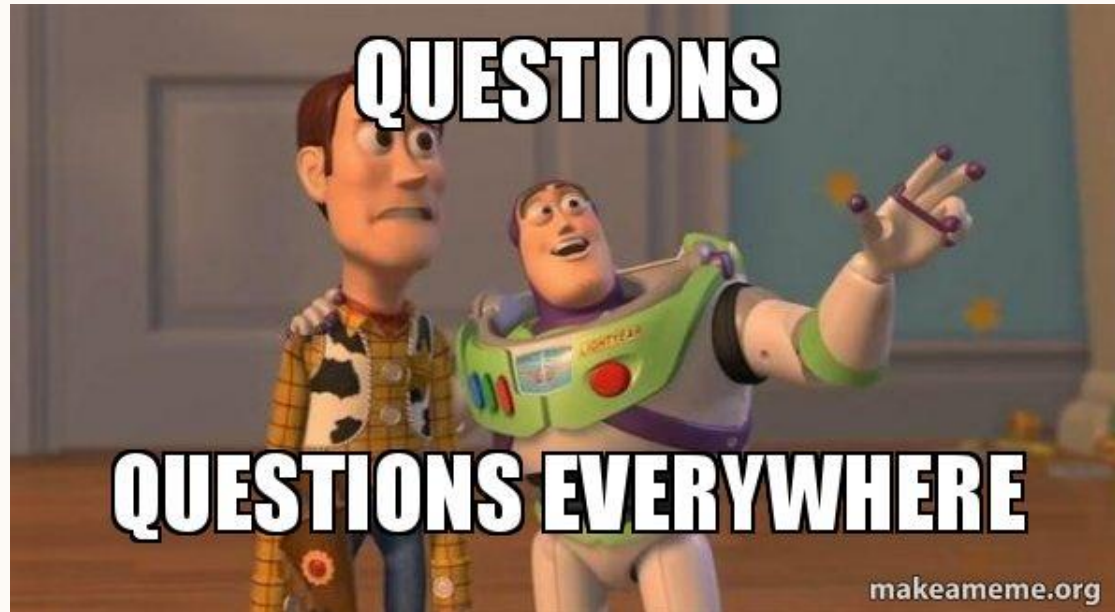
Feel free to reach out with any questions.

THANK YOU FURRY MUCH
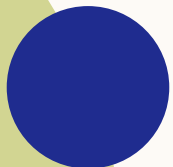
Demaris Hill
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Staff Development

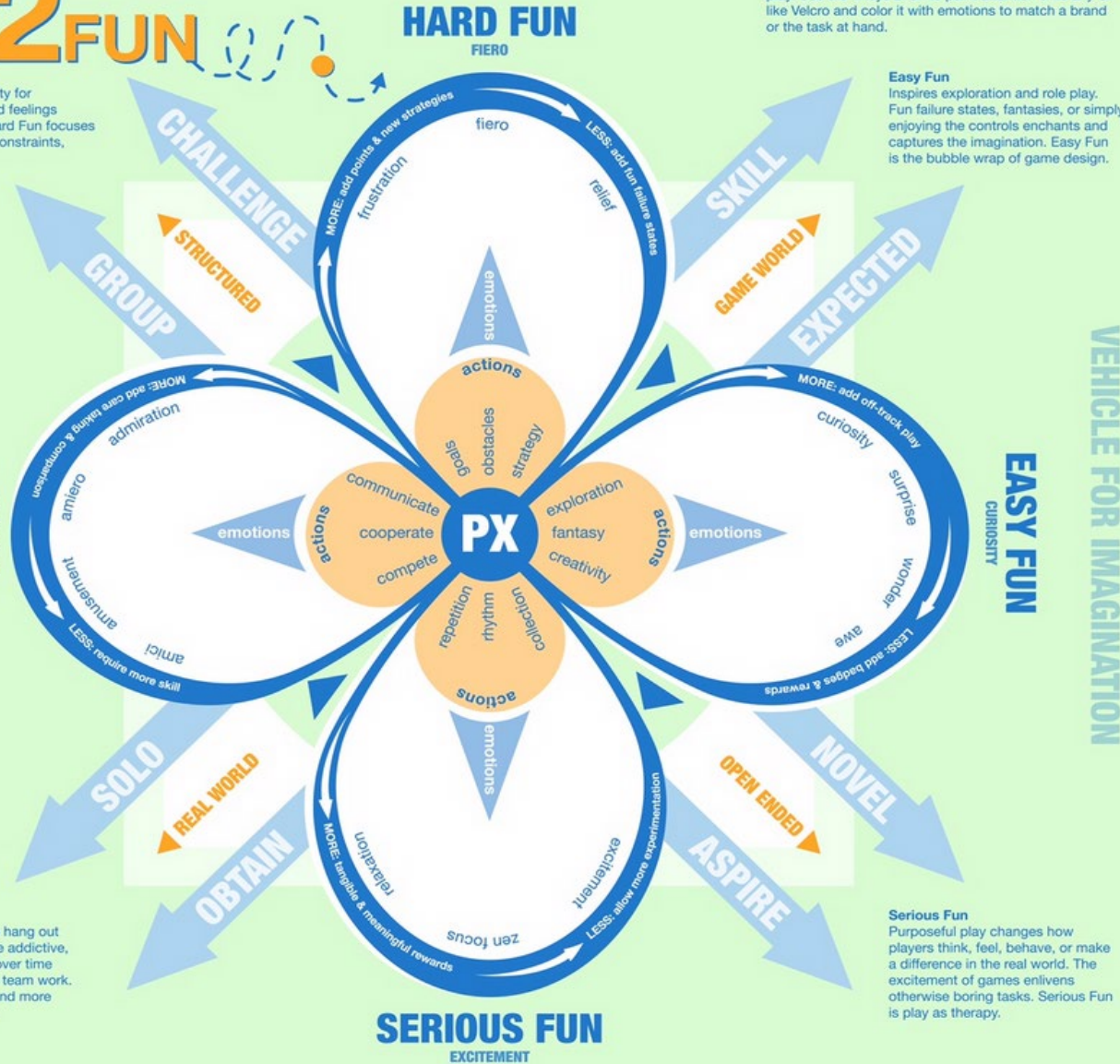Are we having fun yet? Design considerations

Nicole Lazzaro's 4 types of fun focus on emotions

Hard fun: mastery of a skill

Easy fun: curiosity

Serious fun: being challenged

People fun: socializing

Hard fun
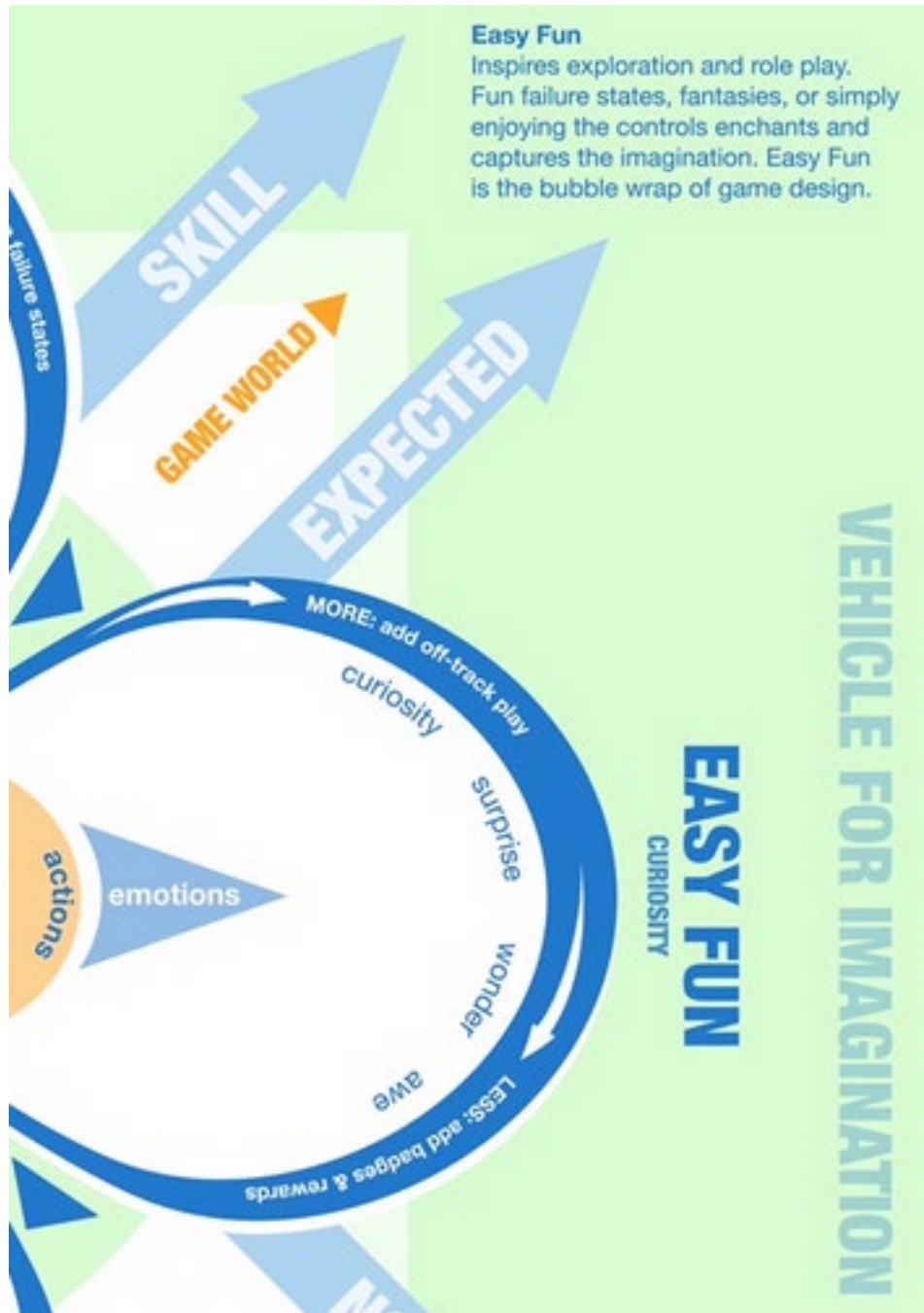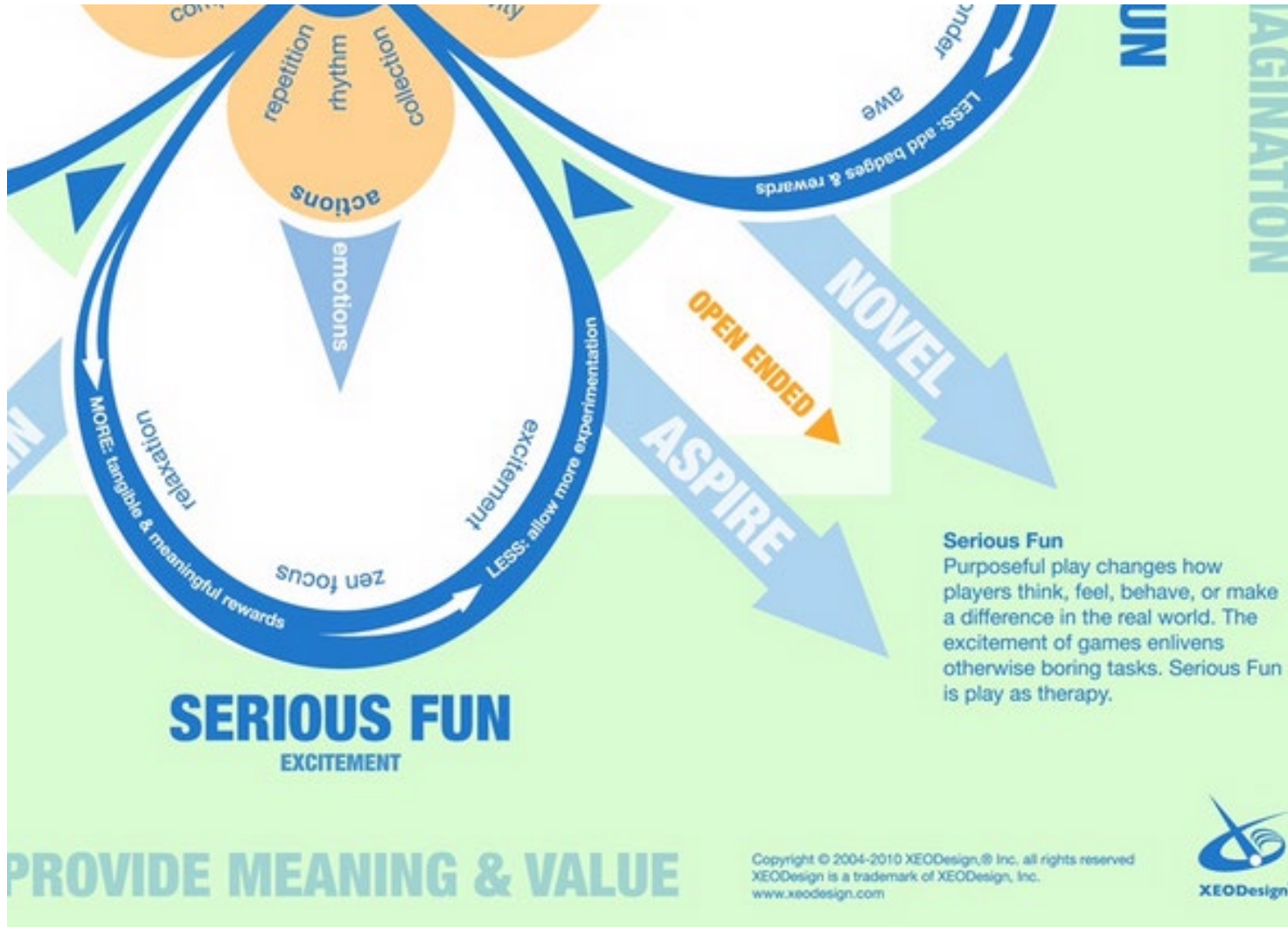
Easy fun

Serious Fun
Purposeful play changes how players think, feel, behave, or make a difference in the real world. The excitement of games enlivens otherwise boring tasks. Serious Fun is play as therapy.

SERIOUS FUN
EXCITEMENT

PROVIDE MEANING & VALUE

Serious fun

People fun

For a deeper dive

https://de.slideshare.net/NicoleLazzaro/the-4-keys-to-fun-increasing-engagement-with-games

Adult learner traits

1. **Self-direction**

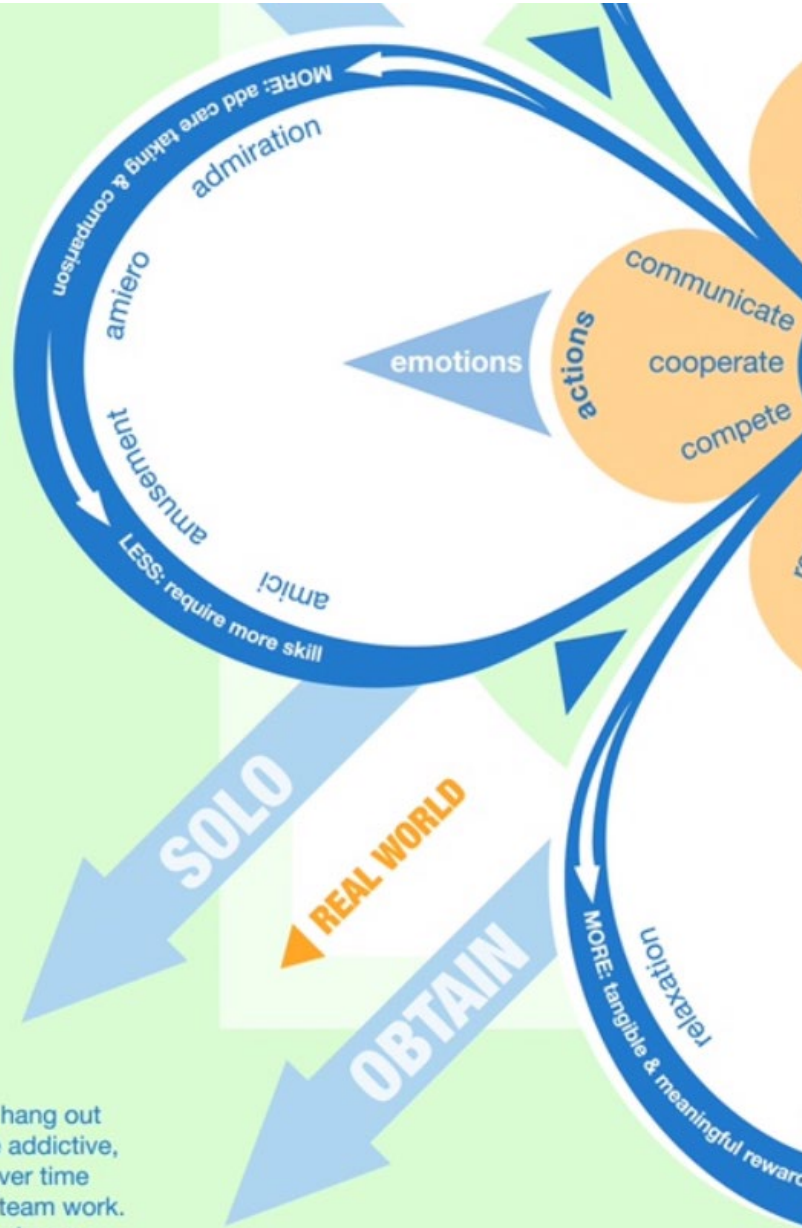   **Adults** feel the need to take responsibility for their lives and decisions and this is why it's important for them to have control over their **learning**. Therefore, self-assessment, a peer relationship with the instructor, multiple options and initial, yet subtle support are all imperative.

2. **Practical and results-oriented**

   Adult learners are usually practical, resent theory, need information that can be immediately applicable to their professional needs, and generally prefer practical knowledge that will improve their skills, facilitate their work and boost their confidence. This is why it's important to create a course that will cover their individual needs and have a more utilitarian content.

Adult learner traits

3. **Less open-minded** And therefore more resistant to change.

   Maturity and profound life experiences usually lead to rigidity, which is the enemy of learning. Thus, **instructional designers** need to provide the "why" behind the change, new concepts that can be linked to already established ones, and promote the need to explore.

4. **Slower learning, yet more integrative knowledge**

   Aging does affect learning. **Adults** tend to **learn** less rapidly with age. However, the depth of **learning tends** to increase over time, navigating knowledge and skills to unprecedented personal levels.

Adult learner traits

5. **Use personal experience as a resource**
   Adults have lived longer, seen and done more, have the tendency to link their past experiences to anything new and validate new concepts based on prior learning. This is why it's crucial to form a class with **adults** that have similar life experience levels, encourage discussion and sharing, and generally create a learning community consisting of people who can profoundly interact.

Source: https://elearningindustry.com/8-important-characteristics-of-adult-learners

Design process

1. Identify the goal & objectives

What needs to be accomplished & what does that look like?

2. Determine what's social

Which objectives are best completed with other people?

3. Map the interactions to the features

Which features of your live online platform allow those interactions?

Recipe

Virtual
Training
Success

For a deeper dive

https://www.trainingmagnetwork.com/events/3304?gref=SG_SA1_11923

**Thank you to the
Institute of Museum and Library Services (IMLS)
for sponsorship of this webinar.**

Thank you for attending!

Questions?
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Kentucky Department for Libraries and Archives

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