Examples of roles by library position

Find examples of the Admin roles needed for various library positions, including circulation clerk, serials manager, and systems librarian.

Cataloging

- ANALYTICS_COLLECTION_MANAGEMENT_ADMIN (if subscribing to Collection Evaluation)
- ANALYTICS_REPORT_ADMIN
- Cataloging Full
- Cataloging INST Admin

Circulation Clerk / Staff

No Override, can Assign only Circulation Clerk, Student Worker.

- CIRCULATION_DESK
- COURSE_RESERVES_MANAGER

Circulation Supervisor / Access Services Librarian

No Override, Full set of Circulation Permissions and can assign to others.

- ANALYTICS_REPORT_ADMIN
- CIRCULATION_ADMIN
- COURSE_RESERVES_MANAGER
- WORLDSHARE_ILL_ADMIN

E-Resources

- ALERT_ADMIN (if subscribing to License Manager)
- COLLECTION_MANAGEMENT_ADMIN (if subscribing to Collection Evaluation)
- ERM_ADMIN (if subscribing to License Manager)
- KB_ADMIN
- VIC Vendor Administrator

Order / Receiving Assistants

- ACQ_ORDER_STAFF
- ACQ_RECEIVE_STAFF
Order / Receiving Staff

- ACQUISITIONS_ADMIN (has more actions related to vendors and budgets)
- ACQ_SENIOR_STAFF
- ANALYTICS_REPORT_ADMIN

Patrons

- Everyone (The Everyone role is required for self management of passwords. It also allows users to read and update information about themselves via WorldCat Local/Discovery.)

Serials Assistant

- SERIALS_RECEIVE

Serials Manager

- ANALYTICS_REPORT_ADMIN
- SERIALS_ADMIN
- SERIALS_RECEIVE

Student Workers

Cannot override without Override Credentials.

- STUDENT_WORKER
- STUDENT_WORKER_CIRCULATION
- STUDENT_WORKER_RESTRICTED

Systems Librarian

- Responsible for overall management of library systems.
- All roles

Technical Services Supervisor

- ACQUISITIONS_ADMIN
- ANALYTICS_COLLECTION_MANAGEMENT_ADMIN (if subscribing to Collection Evaluation)
- ANALYTICS_REPORT_ADMIN
- Cataloging Full
- Cataloging INST Admin
- COLLECTION_MANAGEMENT_ADMIN (if subscribing to Collection Evaluation)
• ERM_ADMIN (if subscribing to License Manager)
• KB_ADMIN
• SELECTOR
• SERIALS_ADMIN
• SERIALS_RECEIVE
• VIC Vendor Administrator