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Keep on Connecting

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Keep on Connecting: Internal Programming to Support Library Staff Working Remotely

KEEP ON KEEPIN' ON

VIRGINIA COMMONWEALTH UNIVERSITY LIBRARIES



The Keep on Connecting (KOC) work group was formed in March 2020 to support library workers as they moved primarily to telework in response to the COVID-19 pandemic. With the majority of staff working remotely that spring KOC was charged to develop professional development and community-building content and experiences. As we moved into summer, a phased reopening of many university services shifted the work environment for many staff. At the same time the small group had found that continued programming worked best with regular socials and through partnerships across the libraries. When more students returned in the fall and more divisions were either primarily on-site or primarily off-site, new dynamics resulted in a need to broaden the group and shift focus.

INTERNAL COMMUNICATIONS

Our staff blog was leveraged for communications regarding the group's events and ideas on specific topics. The first example introduces the work group, a resource page, and the new category tag for our posts.

VCUL Staff Intranet

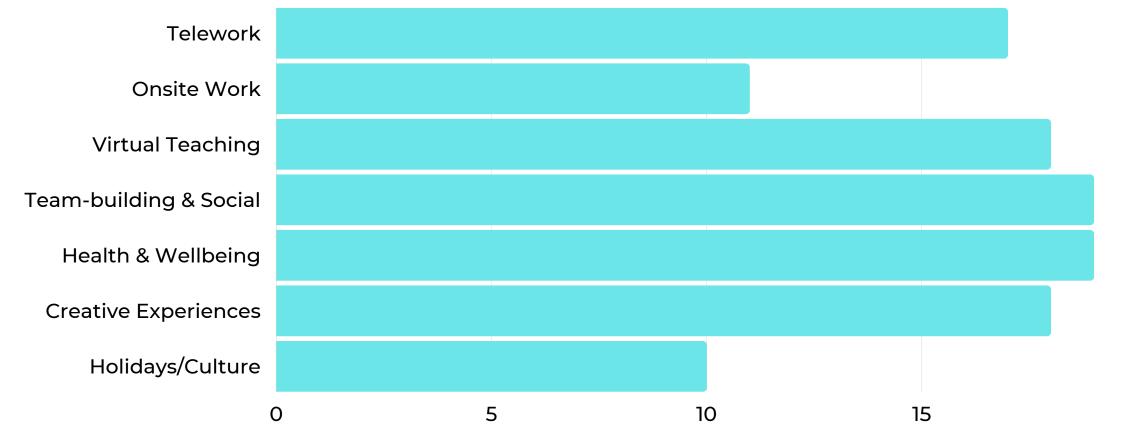
VCU Libraries Staff Web Home Latest Posts - Departments - Groups - Forms -

Let's keep on connecting

on March 24, 2020 in Keep on Connectin

Last week, <u>Management Council charged a group</u> to share tools and best practices for teleworking, and ways we can continue to provide a culture of support and community at VCU Libraries. Denise Branch, Emily Hurst, Hope Kelly and I form this group — so get ready to hear from us a lot. (Here's our <u>full</u> charge [PDF].) Some things we wanted to share with you right away:

RELEVANT TOPICS



PROGRAMMING FORMATS

5 This is fun/helpful for me



HITS

- Informational Blog Posts
- Live Social Events
- Live Professional Development

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MISSES

- Asynchronous collaborations
- Live Activity Focused Events

- A <u>Keep on Connecting resource page</u> about this group, with a list of starting resources on teleworking and remote opportunities for learning. Watch this space.
- A <u>new blog category, Keep on Connecting</u> just for posts about how we are online-librarying as a
 community. If you are making a post on this topic, feel free to apply this category! I have taken some
 liberties with recent posts and added the category. When you are adding or editing a post you can
 apply a category from the right-hand side of the post editing screen like so:

Categories	*
All Categories Most Used	
Keep on Connecting	
Learning	
Management Council	

Let's talk!

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There are three ways we'd love to hear from you:

 <u>Complete the questionnaire</u> about how teleworking is going so far, tips and challenges.
 Join us on Zoom this Friday 3/27 from 3-4 p.m. for our first *informal* VCUL Tele-Ram gathering. Zoom link: <u>https://vcu.zoom.us/j/704753545</u>

3. Comment on this post with any other comments, questions or resources

The next example seen below demonstrates a topic driven post focused on ergonomics.

VCUL Staff Intranet

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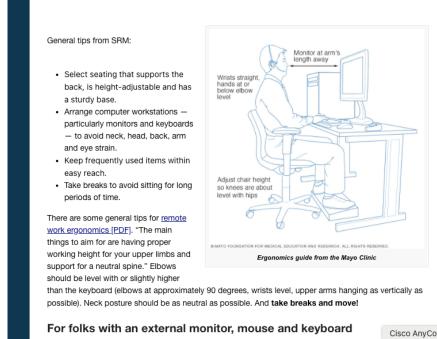
You are here: Home - Latest Posts - Ergonomics for your home office

Ergonomics for your home office

by Economic April 17, 2020 in Keep on Connecting (Edit)

Hi folks, the <u>Keep on Connecting workgroup</u> received a special request for information about ergonomics for home office spaces. We reached out to <u>VCU's Safety and Risk Management (SRM</u>) team for guidance and they hooked us up! I'm distilling some info from multiple sources on this post with the note that IANAEE (I Am Not An Ergonomics Expert).

Guidance for creating an ergonomic workspace



The workstation setup checklist is helpful for folks who have a more traditional home office setup (table chair, separate monitor, keyboard, mouse). SRM recommended (and I concur) the EWI office

VCUL community,