



ILEAD USA – New York State Libraries

Frequently Asked Questions

ILEAD Definitions

Team Member – A member of a 3-5 person team that has been accepted to participate in the ILEAD USA program.

Mentor/Instructor – Each ILEAD team will be assigned a mentor who will help the team be successful. Mentors could also double as instructors for the multi-day onsite sessions.

What is an ILEAD team and how do I become a team participant?

The structure of the ILEAD program is based upon a participatory team process: forming a team, identifying a local community or statewide need and then creating a project that addresses that need. Each team consists of 3-5 members and can be composed from various library types or a single library type. Teams consisting of multi-type libraries are encouraged.

Can a library board member or member of a library Friends group be part of a team?

No. Only staff working in a New York State library can be a team member, although such stakeholders can assist with the project as community contacts and partners.

Should the team's project be defined in advance of the first multi-day session?

The team application requires that a need be identified. However, the project that will address this need can be flexible or in a theoretical stage going into the first multi-day session. It is expected that the team will define a more concrete project outline by the end of the first session.

What are some project examples from ILEAD teams in other states?

Project examples include: a website where Illinois law school students can request legal advice; a database of Illinois maps; an economic issues community portal; an iPad lending program; traveling robotic kits.

Is team project development work only done during the mandatory three in-person sessions?

No. In addition to the three in-person sessions, ILEAD team members may meet (virtually) with the team's mentor during the intersession periods.

This project is made possible by a grant from the federal Institute of Museum and Library Services (IMLS)



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Will participants receive a continuing education certificate documenting their participation?

Yes. Each team participant will receive an official participation certificate for the three in-person sessions upon completion of all the sessions. Participation includes 6 contact hours for full days and 3 contact hours for half days. New York State Public Librarian Professional Certificate holders may apply these contact hours toward meeting the requirement of sixty hours of professional development in every five year period. Team members' participation in the intersession online training sessions should request documentation of their participation from the training organization.

What if my library doesn't want me to be out of the building for the three mandatory in-person sessions?

Participating in the ILEAD program will take time away from work, but it will directly benefit your workplace in various ways. Because attendance is mandatory at the in-person sessions, the application requires an acknowledgement from your governing authority at your place of work that your participation is approved and supported.

Why isn't travel to and from the Mid-York Library System reimbursed?

Part of the successful ILEAD structure is a high level of commitment from individual team members and their libraries. Therefore, travel expenses – whether they are paid by your library or by you -- are considered an in-kind contribution.

Will hotel rooms need to be shared?

No. Each participant will receive their own single hotel room and it is recommended that participants do not bring family members/friends/spouses.

Are meals provided, even for special dietary needs?

All meals during the three in-person sessions will be provided and a variety of dietary needs will be accommodated.

Will each team have to produce a final product?

Yes. Each team will concentrate on the process of creating a team project. Presenting the project will occur at the final in-person session and the presentation will be filmed and posted on a website.

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