

Being Your Own (Library) Boss

Sally Press


1. My background
2. Expertise/ Experience
3. How I started a business
4. Opportunities
5. Tips/Advice
6. To sum up

Background

Sally Press

- B.A. (Eng. Fr.); Higher Dip. Lib. (UCT)
- Hons. Library Science (UNISA)

Expertise/Experience

- good at English and **writing** (B.A. English and French)
 - post-grad Library and Info. Science **qualifications**
 - **experience in varied** work environments
 - organizational and search skills (**cataloguing experience**)
- 
- Interest in learning about new subjects (**other people's jobs!**)

Experience

- **Specialized knowledge** (incl. terminology, links, organizations, people) in
 - Nuclear
 - Plastics
 - Health
 - Recreation and leisure
 - Engineering
 - Export

Knowing where to find the info. not how to do the job

How I started my own business

- Unintentional
- Registered business and received business number
- Set up invoicing system
- Investigated tax implications
- Alternated between consulting and working for others

Currently

- Several contracts over the last couple of years
- ***Piece of advice – keep up with your contacts!***
- Currently working with the Canada-Ontario Export Forum Secretariat – Outreach and research; including delivering Workshops on how to start exporting (*professional activities*) and Steering Committee support (*administrative activities*)

Opportunities for Knowledge Entrepreneurs

- Providing training and guidance
- Guides and portals
- Curating – knowledge repositories
- Thesauri – providing “translations”
- Filling the gaps (information and documentation specialists/records managers)
- Research – including monitoring new media (social) and alerting people who don't have time or expertise
- Putting people together – networking on behalf of clients and making introductions
- and many more...

Tips/Advice

1. Step back and look at the choices – **list the pros and cons**
2. **Find a niche market** and research
3. **Find out exactly what you need to do to set up your business**
4. **Clarify terms of employment/contract** before starting a new contract/job
5. **Be in control**
6. **Keep accurate records for your business.**
7. **Use your networks and attend conferences!**
8. **Never expect employers to value your work** as much as you know they should.

To sum up:

What I would do differently

- **Decide** to start a business instead of just falling into it
- **Do the research** and make sure I know the market and needs for the specific area I am interested in
- **Write a business plan** and budget accordingly
- **Take courses** in marketing and self promotion