

WELLINGTON SCHOOL OF
BUSINESS AND GOVERNMENT

ŌRAUARIKI

Information Studies

Employer Guide 2019



VICTORIA UNIVERSITY OF
WELLINGTON
TE HERENGA WAKA



**CAPITAL
THINKING.
GLOBALLY
MINDED.**
MAI I TE IHO KI TE PAE

Introduction

Wellington School of Business and Government's Master of Information Studies (MIS) is part of a tiered family of fully online qualifications aimed at working information professionals who want to get the skills needed to manage information in today's fast-changing world. New Zealand government departments, businesses, libraries, museums, and archives all need people who can identify relevant information, retrieve it, organise it, and make sure people can access it.

We've put together this guide to show you how to maximise your return on investment from your top talent.

I am happy to answer any questions you have and look forward to working with you.

Dr Jennifer Campbell-Meier
MIS Programme Director



What is the Master of Information Studies (MIS)?

The MIS will give your employee the broad skills and knowledge they need to work in many information professions. Their studies will include:

1. Six core courses covering different information professions, services and databases, information policy and access issues, and how to carry out research in information management.
2. A research project where students investigate an information management problem.
3. Four additional courses chosen from a wide range of options to align with your employee's interests and career goals. Some possible options include Māori information sources, managing archives, and digital technologies.

Diploma, certificate, and single course options

Depending on your employee's goals, they can opt for the shorter Postgraduate Certificate (PGCertIS) or Postgraduate Diploma (PGDipIS) qualifications. These are valuable standalone programmes that can also be used as stepping stones towards the Master's degree.

Most courses in the MIS programme can also be studied individually. This is useful for targeted professional development and will help your employee to achieve a certificate of proficiency in that particular subject area.

Quick facts about the qualifications

Master of Information Studies

| | |
|--------------------------|---|
| Minimum Duration: | 12 months, 3 consecutive trimesters* |
| Fees: | \$17,020 (domestic) \$46,152 (international) |

Postgraduate Diploma in Information Studies

| | |
|--------------------------|-------------------------------------|
| Minimum Duration: | 8 months, 2 consecutive trimesters* |
| Fees: | \$11,619 |

Postgraduate Certificate in Information Studies

| | |
|--------------------------|------------------------|
| Minimum Duration: | 4 months, 1 trimester* |
| Fees: | \$6,219 |

All qualifications start on 2 March 2020 and are taught online as evening lectures.

*longer if studied part-time

Why sponsor someone?

There are many reasons why you may sponsor an employee to complete the MIS.

- The MIS transforms your employee's thinking and decision-making ability, and develops leadership skills that are invaluable to organisations.
- Your employee will learn from academic and professional leaders and build powerful networks, creating connections that will benefit your organisation.
- Your employee will develop advanced skills and gain new insights that will benefit your organisation from day one, taking what is learnt in the classroom and immediately applying it to the workplace.
- The flexible online format of the MIS ensures employees can maintain their work responsibilities alongside their study.



"Having Evan undertake the Postgraduate Diploma in Information Studies was an extremely valuable way to upskill him and increase our organisational capability at relatively low cost. The programme provides expert knowledge that Evan has utilised to provide enhanced levels of service, in addition to training and upskilling junior staff members."

David Neal from Horizons Regional Council (left) and PGDipIS student **Evan Greensides** (right)

Sponsorship options

We suggest the following options to sponsor your employees.

Work time

Some candidates may choose to study part time and remain in full-time employment. These candidates will occasionally require time off to complete their studies.

You may want to negotiate agreed study days, unpaid leave, holidays, and time in lieu with your employee.

Financial support

Financial support could include full funding, match funding, percentage splits, reduced hours, salary sacrifice, staged-tuition reimbursement, or bonus payments. You may also want to specify a contractual obligation for your employee to stay with the organisation for a set number of years after completing their MIS.

"My employer gives all permanent and fixed term staff five study leave days per year and they have covered the full costs of several of my papers. They have been immensely supportive of my studies."

Chelsea Renshaw
MIS student



“We consider it a great investment in our people, our museum, and our industry to invest in tertiary qualifications. Sponsoring Chelsea to complete her degree allows us to invest in one of our emerging leaders at MOTAT and has significant benefit to her day-to-day work.”

Emma de Hoog from Museum of Transport and Technology (left) and MIS student Chelsea Renshaw (right)



Why Wellington School of Business and Government?

Studying at Wellington School of Business and Government offers many advantages.

Capital connections

Wellington School of Business and Government is located in the heart of New Zealand's creative, compact, and vibrant capital, where business and government meet.

Global accreditations

Wellington School of Business and Government is among a small group of business schools worldwide that hold the triple crown of international business-education accreditations. You can be confident that your employee's qualification will stand up against the best around the world.

International connections and options

Students studying for a qualification in Information Studies will benefit from Wellington School of Business and Government's membership of the WISE (Web-based Information Science) Consortium which links top schools of library and information studies from the US, Canada, Australia, and New Zealand. Online courses are made available to other members and students can choose to do up to two of these in their qualification.

Professional recognition

The Master of Information Studies is recognised by a range of local and international professional bodies, including the Library and Information Association New Zealand (LIANZA) and Records and Information Management Professionals Australasia (RIMPA).



Contact details

Contact a member of the Information Studies team if you would like more information about our MIS programme, or to discuss how you can best support an employee to study for a MIS.

Chris King
Programme Administrator

Room RH431, Rutherford House
23 Lambton Quay, Pipitea Campus
Wellington

+64 4 463 5875
christine.king@vuw.ac.nz