

**Labor Market Assessment: 1602.00 – Library Technician (Aide)
Archives and Digital Collections Assistant (Certificate)
Digitization (Certificate)**

Los Angeles Center of Excellence, April 2022

Summary

Program Endorsement:	Endorsed: All Criteria Met <input type="checkbox"/>	Endorsed: Some Criteria Met <input checked="" type="checkbox"/>	Not Endorsed <input type="checkbox"/>
Program Endorsement Criteria			
Supply Gap:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Living Wage: (Entry-Level, 25th)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Education:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Emerging Occupation(s)			
	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

The Los Angeles Center of Excellence for Labor Market Research (LA COE) prepared this report to provide regional labor market supply and demand data related to two middle-skill occupations:

- *Library technicians (25-4031); and*
- *Library assistants, clerical (43-4121)*

Middle-skill occupations typically require some postsecondary education, but less than a bachelor's degree.¹ This report is intended to help determine whether there is demand in the local labor market that is not being met by the supply from community college programs that align with the relevant occupations.

Based on the available data, there appears to be a supply gap in the region for the two occupations of interest. While the majority of annual openings have entry-level wages that are below the self-sufficiency standard wage in both Los Angeles and Orange counties, between 27% and 36% of current workers in the field have completed some college or an associate degree. **Due to some of the criteria being met, the LA COE endorses this proposed program.**

Detailed reasons include:

Demand:

- **Supply Gap Criteria** – Over the next five years, there is projected to be **955 jobs available annually** in the region due to new job growth and replacements, **which is more than the 41 awards conferred annually** by educational institutions in the region.

¹ The COE classifies middle-skill jobs as the following:

- All occupations that require an educational requirement of some college, associate degree or apprenticeship;
- All occupations that require a bachelor's degree, but also have more than one-third of their existing labor force with an educational attainment of some college or associate degree; or
- All occupations that require a high school diploma or equivalent or no formal education, but also require short- to long-term on-the-job training where multiple community colleges have existing programs.

- **Living Wage Criteria** – In Los Angeles County, the majority (54%) of annual job openings for the occupations of interest have entry-level wages **below** the self-sufficiency standard wage (\$18.10/hour).²
- **Educational Criteria** – In the LA/OC region, **54% of the annual job openings** for the occupations of interest **typically require a high school diploma or equivalent.**
 - National-level educational attainment data indicates that between 27% and 36% of current workers in the field have completed some college or an associate degree.

Supply:

- Between 2017 and 2020, **three community colleges** in the LA/OC region issued awards in library technician (aide) programs (TOP 16002.00), conferring an average of **41 awards.**
- Over the past three years, no non-community college institutions in the LA/OC region have issued awards in relevant library programs.

² Self-Sufficiency Standard wage data was pulled from The Self-Sufficiency Standard Tool for California. For more information, visit: <http://selfsufficiencystandard.org/california>.

Occupational Demand

Exhibit 1 shows the five-year occupational demand projections for the two occupations of interest. In the Los Angeles/Orange County region, the number of jobs related to these occupations is projected to increase by 2% through 2025. There will be nearly 1,000 job openings per year through 2025 due to job growth and replacements.

This report includes employment projection data by Emsi which uses EDD information. Emsi's projections are modeled on recorded (historical) employment figures and incorporate several underlying assumptions, including the assumption that the economy, during the projection period, will be at approximately full employment. To the extent that a recession or labor shock, such as the economic effects of COVID-19, can cause long-term structural change, it may impact the projections. At this time, it is not possible to quantify the full impact of COVID-19 on projections of industry and occupational employment. Therefore, the projections included in this report do not take the full impacts of COVID-19 into account.

Exhibit 1: Occupational demand in Los Angeles and Orange Counties³

Geography	2020 Jobs	2025 Jobs	2020-2025 Change	2020-2025 % Change	Annual Openings
Los Angeles	5,063	5,170	107	2%	783
Orange	1,142	1,145	3	0%	172
Total	6,205	6,315	110	2%	955

Wages

The labor market endorsement in this report considers the hourly wages for the occupations of interest in Los Angeles County, as they relate to the county's self-sufficiency standard wage. Orange County wages are included below in order to provide a complete analysis of the LA/OC region. Detailed wage information, by county, is included in Appendix A.

Los Angeles County – The majority (54%) of annual openings for the occupations of interest have entry-level wages **below** the self-sufficiency standard wage for one adult (\$18.10 in Los Angeles County). Typical entry-level hourly wages are in a range between \$14.33 and \$19.66. Experienced workers can expect to earn wages between \$23.54 and \$25.30, which are above the self-sufficiency standard wage estimate.

Orange County – Both occupations have entry-level wages **below** the self-sufficiency standard wage for one adult (\$20.63 in Orange County). Typical entry-level hourly wages are in a range between \$13.76 and \$19.29. Experienced workers can expect to earn wages between \$22.64 and \$24.94, which are above the self-sufficiency standard wage estimate.

³ Five-year change represents new job additions to the workforce. Annual openings include new jobs and replacement jobs that result from retirements and separations.

Job Postings

Over the past 12 months, there have been 390 online job postings related to the two occupations studied in this report. Exhibit 2 displays the number of job postings by occupation. The majority of job postings (65%) were for *library assistants, clerical*. The highest number of job postings were for library assistants, library clerks, library aides, and library technicians. The top skills were record keeping, customer service, library resources, data entry, and clerical duties. The top employers, by number of job postings, in the region were City of Huntington Beach, City of Orange, City of Anaheim, Chapman University, and City of Long Beach.

It is important to note that the job postings data included in this section reflects online job postings listed in the past 12 months and does not yet demonstrate the full impact of COVID-19. While employers have generally posted fewer online job postings since the beginning of the pandemic, the long-term effects are currently unknown.

Exhibit 2: Job postings by occupation (last 12 months)



Educational Attainment

The Bureau of Labor Statistics (BLS) lists the following typical entry-level education levels for the occupations in this report:

- **Postsecondary nondegree award:** *library technicians (25-4031)*
- **High school diploma or equivalent:** *library assistants, clerical (43-4121)*

In the LA/OC region, the majority of annual job openings (54%) typically require a high school diploma or equivalent. National-level educational attainment data indicates that between 27% and 36% of current workers in the field have completed some college or an associate degree.

Educational Supply

Community College Supply – Exhibit 3 shows the annual and three-year average number of awards conferred by community colleges in Library Technician (Aide) (TOP 1602.00). The community colleges with the most completions in the region are Santa Ana and Pasadena.

Exhibit 3: Regional community college awards (certificates and degrees), 2017-2020

TOP Code	Program	College	2017-18 Awards	2018-19 Awards	2019-20 Awards	3-Year Average
1602.00	Library Technician (Aide)	Long Beach	4	7	11	7
		Pasadena	20	20	7	16
		LA Subtotal	24	27	18	23
		Santa Ana	14	24	17	18
		OC Subtotal	14	24	17	18
Supply Total/Average			38	51	35	41

Non-Community College Supply – Over the past three years, no non-community college institutions in the LA/OC region have issued awards in relevant library programs.

Appendix A: Occupational demand and wage data by county

Exhibit 4. Los Angeles County

Occupation (SOC)	2020 Jobs	2025 Jobs	5-Yr Change	5-Yr % Change	Annual Openings	Entry-Level Hourly Earnings (25 th Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 th Percentile)
Library Technicians (25-4031)	2,397	2,457	60	3%	362	\$19.66	\$22.37	\$25.30
Library Assistants, Clerical (43-4121)	2,666	2,713	47	2%	421	\$14.33	\$17.47	\$23.54
Total	5,063	5,170	107	2%	783	-	-	-

Exhibit 5. Orange County

Occupation (SOC)	2020 Jobs	2025 Jobs	5-Yr Change	5-Yr % Change	Annual Openings	Entry-Level Hourly Earnings (25 th Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 th Percentile)
Library Technicians (25-4031)	548	552	4	1%	81	\$19.29	\$21.93	\$24.94
Library Assistants, Clerical (43-4121)	593	593	0	0%	91	\$13.76	\$16.83	\$22.64
Total	1,142	1,145	3	0%	172	-	-	-

Exhibit 6. Los Angeles and Orange Counties

Occupation (SOC)	2020 Jobs	2025 Jobs	5-Yr Change	5-Yr % Change	Annual Openings	Typical Entry-Level Education
Library Technicians (25-4031)	2,946	3,009	63	2%	443	Postsecondary nondegree award
Library Assistants, Clerical (43-4121)	3,259	3,306	47	1%	512	HS diploma or equivalent
Total	6,205	6,315	110	2%	955	-

Appendix B: Sources

- O*NET Online
- Labor Insight/Jobs (Burning Glass)
- Economic Modeling Specialists, International (Emsi)
- Bureau of Labor Statistics (BLS)
- California Employment Development Department, Labor Market Information Division, OES
- California Community Colleges Chancellor's Office Management Information Systems (MIS)
- Self-Sufficiency Standard at the Center for Women's Welfare, University of Washington
- Chancellor's Office Curriculum Inventory (COCI 2.0)

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