

Staff and Trustee Development

Created 3/10/2015

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In-Service Training

The Library provides orientation and training for all new staff members. Additional in-service training is provided during Staff Development Days and also as needed throughout the year.

Communications

The staff intranet, memos, the Library's web site, and verbal communications are utilized to keep staff members informed of Library, branch, and department news and events.

Staff Meetings

All-staff meetings occur during Staff Development Days, which will be held at least once per year.

Continuing Education

Further education is encouraged at all levels. State certification is required for professional staff and also those staff members who work mainly with the public. Within the limitations of the budget, the Library will pay for staff and trustees to attend workshops and conferences, especially those that apply toward certification. Records of attendance must be delivered to the Administrative offices.

Professional Activities

Membership by staff in the Kentucky Library Association and other professional organizations is encouraged. Time with pay may be allowed for staff members to attend meetings and conferences sponsored by professional library or library-related organizations of which they are members.

The Library provides paid membership in the Kentucky Library Association for all trustees and all staff in a position that requires certification per the Kentucky Department for Libraries and Archives.