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**THE DIRECTOR**

The Board of Trustees will appoint a Library Director based upon recommendations of its Personnel Committee, and/or Search Committee, which shall maintain files and conduct interviews.

Evaluation of the Library Director will be undertaken, at the discretion of the Board, by the Personnel Committee. Salary and increments will be approved by the Board of Trustees.

**QUALIFICATIONS FOR A LIBRARY DIRECTOR**

1. Master's degree in Library Science from an ALA accredited school
2. Managerial skills
3. Leadership ability
4. Ability to get along with people-Board members, staff and members of the community.
5. Command of the English language; writing and speaking skills.
6. Knowledge of contemporary formats for distribution of information.
7. Knowledge of relevant Ohio law
8. Knowledge of issues related to management of multiple facilities.
9. Sense of humor
10. Knowledge and commitment to communicating the library story to the community.
11. Knowledge of unions and ability to work with them.
12. Knowledge of, and participation in, professional associations and activities
13. Knowledge of current technology and technology trends as they relate to the operation of the public library.
14. Willingness to be involved in community life.
15. Commitment to stay with the system at least five years

## **RESPONSIBILITIES AND ASSIGNED AUTHORITIES**

The Library Director shall be the Chief Executive Officer of the Library, and in that capacity shall manage the daily affairs of the Library. Within this authority, the Library Director shall have the authority to sign all deeds, contracts, notes, and other instruments requiring the signature of the Library Director; the Library Director shall have the authority to appoint, remove, employ and discharge, and prescribe the duties and fix the compensation of all agents and employees other than the duly appointed officers of the Library; subject to existing collective bargaining agreements and subject to the direction of the Board of Trustees of the Library.

ADOPTED SEPTEMBER 22, 1987

AMENDED BY BOARD OF TRUSTEES JUNE 10, 2004