

**IMAGINEIF LIBRARIES  
POLICY 6003: CONTINUING EDUCATION FOR LIBRARY STAFF MEMBERS**

The Library Board of Trustees believes that continuing education of staff members is vital to the provision of quality library service. The Board of Trustees therefore declares its commitment to further education for library staff members, who are constantly adapting to meet the changing needs of library users.

**ELIGIBILITY**

All staff members are expected to pursue continuing education. Staff members are encouraged to participate in conferences, workshops, meetings, classes, and professional organizations and may request a schedule change and/or financial assistance to that end.

**RESPONSIBILITIES**

It is the responsibility of staff members to work with their supervisors to identify opportunities for continuing education.

It is the responsibility of the director and supervisors to encourage staff members to take advantage of educational opportunities, to determine who shall attend, and to determine if financial assistance will be offered, and to set an example by participating in continuing education and using such education for the benefit of the library.

Adopted:	8/24/95
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Reaffirmed:	8/26/11
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Reaffirmed:	3/25/15
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Heidi Roedel, Chair  
Library Board of Trustees