

POLICY: **REVIEW OF DIRECTOR OF LIBRARY SERVICES**

POLICY #: **B-HR-10**

COMMITTEE:	Human Resources Committee	PASSED:	February 2004
TOPIC:	Recruitment and Employment	AMENDED:	26 November 2015
		REVIEW PERIOD:	As required.

PURPOSE

This Policy is to ensure a process is in place for conducting the regular Performance Review of the Director and establishing the Director's strategic goals and objectives.

SCOPE

The Policy applies to the Library Board and the Director of Library Services.

POLICY

The Board will conduct a regular Performance Review of the Director of Library Services. The Performance Review will be based on measurable performance criteria, performance expectations and criteria determined with the Director. The Board shall ensure the establishment of measurable goals and objectives for the Director of Library Services that are aligned with the Board's strategic direction of the Library. The frequency and reason for the review will be determined by the Board and may include probationary reviews, regular full reviews and abbreviated, interim reviews.

ROLES AND RESPONSIBILITIES

The Library Board is responsible for maintaining this Policy.

The Library Board's Human Resources Committee, in conjunction with the Director of Library Services, is responsible for conducting a regular performance review of the Director, and must provide its recommendation to the full Board for approval by the Board.

The Director of Library Services is responsible for carrying out the strategic goals and objectives as approved by the Library Board.