

LIBRARY STAFF SELF-EVALUATION

The Librarian and all staff shall be evaluated annually for the purpose of assessing skill development and to help set and measure goals.

Library Staff shall be evaluated by the librarian using the forms on next page.

Librarian shall be evaluated by the Board. This evaluation process shall function as follows:

- The Librarian and assistant librarian complete a self-evaluation form
- The librarian submits the completed self-evaluation forms to the Board.
- The Board meets to discuss the self-evaluation and to consider the goals written from the previous year.
- The Board then meets with the librarian to discuss both strengths and area of need. Should any re-writing of goals or other items be necessary, the librarian is asked to do so.