

STATEMENT OF POLICY AND PROCEDURE

Section: NLLS Employee(s) | Chapter: Code of Ethics | Page(s): 1

Subject: **EXECUTIVE DIRECTOR GRIEVANCE** | Sec 1, 3R

Reviewed: 2023-04-03 | Revised: 2020-05-213 | **Effective: 2023-05-26**

SECTION 1 - 3.R

EXECUTIVE DIRECTOR GRIEVANCE

1. If the Executive Director has a grievance with the Northern Lights Library System (NLLS) Chair or Executive Committee, the Executive Director can file a grievance with the Grievance Committee.
2. The principles and procedures of the general Grievance Policy Sec 1: 3Q apply to the Executive Director Grievance policy.
 3. The Executive Director shall have ten (10) working days after receiving a written decision of the Grievance Committee to appeal the Committee's decision by consulting with the Committee, a third-party arbitrator agreeable to both parties. The Executive Director can appeal decisions of the grievance committee for the following areas:
 - a) General
 - b) Disciplinary
 - c) Harassment
4. If a member of the Committee is directly involved in the grievance, or otherwise has a conflict of interest, they must recuse themselves from the process. They will be replaced by the alternate for their Zone.
5. If the Vice Chair recuses themselves from the process, then a Grievance Committee alternate (not the Board Chair) will be appointed in their place.

NLLS Executive Board Chair

May 26,2023

Date of Approval