Kentucky Department for Libraries and Archives

Serving your need to know

Public Library Director Resources

As library director, you have a very important role in the success of the library. The library director is a critical source of information for the trustees and staff. This includes sharing ideas, concerns, financial information, and a vision for the future. The library director's role can be challenging but has many rewards and can make a lasting impact in your community.

MAJOR DUTIES & RESPONSIBILITIES

- Acts as professional/technical advisor to library board of trustees on policy, finances, planning, library performance, and laws affecting libraries
- Hires, supervises, and inspires personnel
- Implements and interprets library policy
- Administers the library budget
- Manages library services and programs
- Directs outreach services to the community
- Manages and maintains the library facility, computer technology, automation system, and other library equipment
- Represents the library in the community and markets the library, its programs, and services
- Promotes the library in the community and beyond

WHAT LIBRARY DIRECTORS NEED TO KNOW

Library Directors' Toolkit
Library Law
Open Meetings and Open Records Acts
Library Funding and Governance
Department for Local Government (DLG)
State Aid
Annual Report
Certification Requirements
Continuing Education
Trustee Manual

REGIONAL CONSULTANTS

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Institute of Museum and Library Services

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