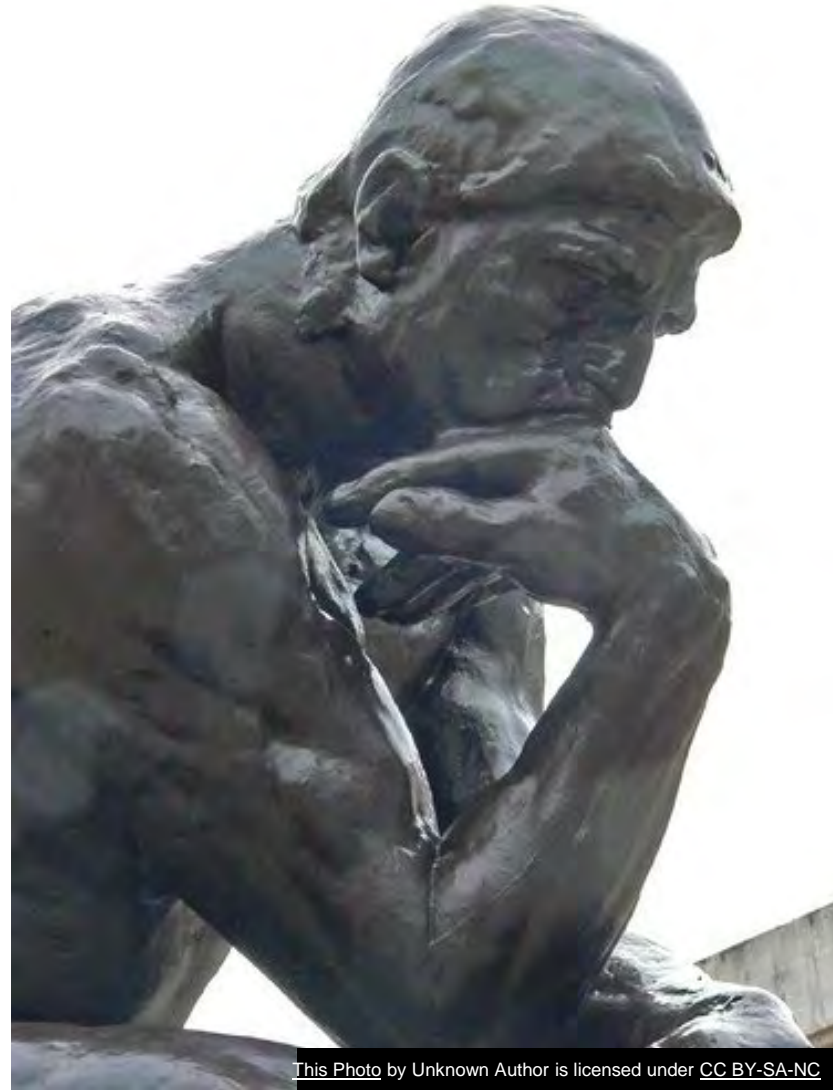


# ROLE OF THE DIRECTOR

## BEFORE WE BEGIN...

- This is our first conference using Microsoft Teams. Please be patient as we work through any kinks.
- If you were placed in this session in error, please hit the return button and let Cindy know which session you are meant to be in.
- Let's go learn stuff!

# WHAT IS A LIBRARY DIRECTOR?



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# WHAT IS A LIBRARY DIRECTOR? CONT.

- [NDCC §40-38-04](#): “The board of directors shall have the following duties:...6. To employ **qualified personnel to administer the public library and dispense library services.**”
- Someone with a degree in Library Science?
- A person who loves libraries and wants to help their library fulfill its mission.

## ROLES OF THE DIRECTOR: GENERAL

- Manage the day-to-day operations of the library
- Hire, manage, and evaluate staff
- Carry out approved policies
- Suggest and carry out plans for library service
- Report on plan progress and future needs
- Propose a budget and expend funds based on the approved budget
- Advocate for the library
- Be familiar with library ordinances
- Participate in continuing education
- Write and implement procedures

OTHER DUTIES AS ASSIGNED





## FACE OF THE LIBRARY

- Set the overall direction and vision for the library.
- Participate in public forums or community events to connect with patrons and address their concerns.
- Represent the library in community organizations and committees
- Develop partnerships within the community
- Raise awareness about the library's services and programs by maintaining an active program for public relations and public information.

## WORKING WITH THE POWERS THAT BE

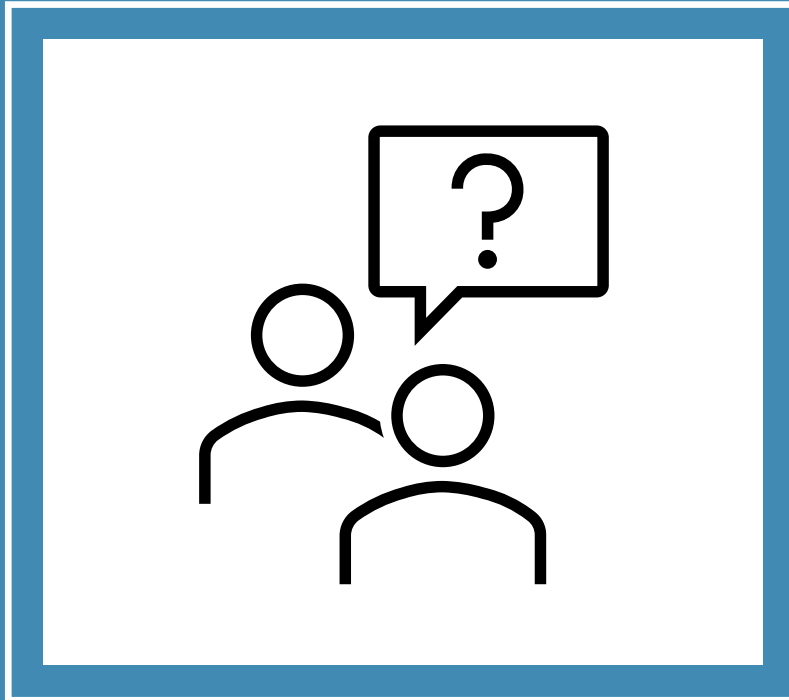
- Respect, communication, and tact
- Pick your battles
- Follow through
- Provide information
- Give credit where credit is due





## RESOURCES

- [North Dakota State Library](#)
- [Public Library Director Toolkit](#)
- [Library Leadership Podcast](#)



QUESTIONS?



*North Dakota  
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