

CONTINUING EDUCATION, CONFERENCES AND WORKSHOPS

A. CONTINUING EDUCATION

- i. The policy of the Ocean Shores Library is to assist employees in improving their performance and productivity in current positions and to provide them with new skills and knowledge necessary to meet the requirements of technological change or new program needs.**
- ii. The Library will provide necessary in-house training and may provide monetary reimbursement and paid work time for continuing education activities outside the workplace according to City guidelines and within available funds.**

B. CONFERENCES AND WORKSHOPS

- i. Active participation in local, state, regional and national conferences is encouraged as another means of continuing education and improving staff performance and Trustee awareness. The discussion of mutual problems and the exchange of ideas that occur at such meetings enable staff and Trustees to remain current in various special areas of the library field. Staff and Trustees are encouraged to attend such conferences.**
- ii. Staff attending such conferences may receive monetary reimbursement and paid work time according to City guidelines and within available funds.**
- iii. Trustees attending such conferences may receive monetary reimbursement within available funds.**

Approved 20 March 2003

Reviewed 15 March 2007

Reviewed 15 January 2009

