

Certification

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Library certification

Some of the library's personnel are certified by the Kentucky State Board for the Certification of Librarians. Levels of certification are determined according to job requirements and responsibilities. Certification needs will be determined and applications made within one (1) year of employment. The library pays for application and renewal fees for certifications that are a requirement of employment.

The library requires that all full-time staff members that provide information services be certified. Some part-time staff may be certified at the library's discretion.

The library will reimburse staff members who attend continuing education workshops and conferences in order to receive certification.

Employees should direct any questions on certification to their supervisor or the Director.

Temporary certification

Employees in positions requiring certification may apply for temporary certification if they do not meet the qualifications set by the Kentucky State Board for the Certification of Librarians. Temporary certification is valid for five (5) years, allowing the employee time to work toward fulfillment of the qualifications needed to obtain the appropriate certification for their position.

Other professional certifications

The library employs some personnel who hold certifications in fields that are not necessarily library-specific. Where such certifications are required, employees will be reimbursed and allowed paid time for continuing education as necessary.

Recertification

Employees are required to seek and receive recertification as necessary.