**Academy for Small/Rural Public Library Directors**

**Participant Agreement**

**Please return the signed form to Stephanie Zurinski, Maine State Library, 64 SHS Augusta, ME 04333**

Welcome to the **Academy for Small/Rural Public Library Directors**. The Academy is an intensive and rewarding year-long learning experience that requires significant time, energy, and commitment from participants and their libraries. It is important that each participant and their governing body understand and agree to the following:

1. Local institutions must commit to provide time **during the work** **day** for participants to attend the sessions, work with their mentors and do any required assignments.
2. Participants must commit to attend all training events and mentor sessions. There is no cost for this academy but, if you miss a training session **you will be charged $100** for each session missed. **There will be no make-up training sessions.**

**Attend the five in-person training sessions scheduled for**

* + - November 15, 2019
		- January 17, 2020 (snow date January 24, 2020)
		- March 20, 2020 (snow date March 27, 2020)
		- May 1, 2020
		- May 29, 2020

**Attend seven mentor sessions (in-person, virtually or by phone)**

* + - **Session 1:** June 2020 with assigned mentor at your library (required in-person)
		- **Session 2-7:** Will be held monthly at the convenience of the participant and mentor. One-hour long mentor sessions can be held by phone, over Zoom or in-person in the months of July, August, September, October, November and December.
1. Arrange a library visit with your MSL Regional Liaison.

**I understand that my success depends on my attendance at each session and how I utilize my time with my assigned mentor. I agree to attend all sessions and mentor meetings.**

Date:
Director Name:
Director Library:
Director Signature:

**I/we understand that the success of the Library Director in the Academy depends my commitment to support and accommodate their participation in the program. I/we agree to give the director work time to participate in this program.**

Date:
Board President/Town Manager Name:
Board President/Town Manager Signature:

The **Academy for Small/Rural Public Library Directors** is supported by funds awarded to the Maine State Library by the federal [Institute of Museum and Library Services (IMLS)](http://www.imls.gov/), the agency that administers the Library Services and Technology Act (LSTA). 