

EMPLOYMENT REFERENCES

The Library Director is responsible for responding to requests for employment references and may provide only job title, dates of employment, and salary information. If any employee/former employee/volunteer makes a written request that additional information be provided, and if the request clearly states the Library Board, Director, and staff will be held harmless for releasing additional information, then the Library Director may reply accordingly. [See JMRL Form: Section 2.44, "Authorization for Release of Personnel Records & Information Consent Form.]