

**AMERICAN LIBRARY ASSOCIATION
PERSONNEL POLICY MANUAL**

Item Number 5R7

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NON ALA EMPLOYMENT OF ALA STAFF

Reviewed 

ALA staff members may receive offers of short term or part time employment as consultants, teachers, lecturers, survey participants, and other related professional jobs

It is beneficial to the Association for its employees to contribute knowledge of current and future developments within the field of library service. At the same time, the Executive Director must reserve discretion in considering those staff activities which might be in conflict with ALA policy.

Offers of short term or part time professional employment in which an individual ALA staff member may be interested should be discussed with the appropriate supervisor and the Executive Director in order to assess the effect on potential work loads and to make any needed readjustments in assignments or schedules. In addition to vacation leave which may be applied to outside activities, the Executive Director may authorize leave without pay for employees engaged in activities which provide compensation and which would not normally be required by that staff member's ALA position.

In general, an ALA staff member on full time appointment should devote no more than two leita g e reay y