

## **WPLC Steering Committee Job Description**

Updated February 12, 2016

- Steering Committee representatives will participate in making WPLC Digital Library program policy and budget recommendations to the WPLC Board for formal approval.
- Steering Committee representatives will, with advisement from the project managers and oversight by the board, make all decisions relating to the day-to-day operation of the Digital Library.
- Steering Committee representatives will, with advisement from the project managers and oversight by the board, create and manage any committees or workgroups needed for the operation of the Digital Library, including the Selection Committee.
- Committee representatives will be expected to attend and be prepared for committee meetings. The current meeting frequency is 6 times per year.
- Steering Committee representatives will be responsible for reporting information to the libraries they represent in their system and gathering feedback and input as needed.
- Committee representatives should have experience with and working knowledge of the current OverDrive Digital Library platform.