

Volunteers

Description

The library welcomes volunteers to help support its programs and services. While the library encourages all interested people to help here, it does require them to obey all policies, procedures, and instructions from library staff.

Anyone not paid directly by the county should have only limited access to patron files, including circulation records, or any other confidential information. Any volunteer who may encounter such information should sign the library's Confidentiality Statement. Except in special circumstances, those under eighteen should not be allowed to use the circulation computers to check materials in or out.

A volunteer will not replace a paid staff person. Volunteer work should enhance the quality of library services, not be relied on to allow for the basic functioning of the library. Exceptions may be made for volunteers providing programming that library staff are unable to offer. These volunteers will remain under the supervision of library staff.

The library may conduct criminal and sex offender background checks on volunteers, particularly volunteers working with youth.

Volunteers under age 12 must be accompanied at all times by a responsible adult who is also volunteering.

The experience and education requirements may be waived at the discretion of the library director.

Approved January 16, 2018