

PEASE PUBLIC LIBRARY

Volunteer Policy

Role of Volunteers

The Pease Public Library welcomes the use of volunteers to enhance library service to the community. Volunteers provide support services to staff or work on special projects.

Selection and Retention of Volunteers

Volunteers are selected based on their qualifications and the needs of the library at any given time. Volunteers may be selected based on a completed volunteer application form and an interview. The Library Director and staff will use their discretion in determining the appropriate use and retention of volunteers.

Young Ladies Library Association

The Young Ladies Library Association is a separate organization which supports the library in many ways. All YLLA members are volunteers and members are recruited for various activities, including programs, books sales and special projects. YLLA members work under the direction of a designated library staff member.

Training and Supervision

Volunteers will receive training in their assigned duties from a library staff member under the direction of the Library Director. Volunteers work when adequate supervision is available. Work schedules and specific time commitments will be arranged by each volunteer and his or her supervisor.

Community Service

Persons who seek a specific number of volunteer hours at the Pease Public Library to meet a requirement set by an outside agency for the performance of community service are subject to the above selection process and all other provisions of this policy.

Amendment

The Library Board of Trustees reserves the right to amend this Volunteer Policy at any time.

Adopted by the Board of Trustees April 21, 2015.