

## **Volunteering**

The library accepts volunteers aged 18 and up on an as-needed basis. Volunteers should convey their interest in volunteering and any applicable skills to library staff in writing. Library staff will evaluate current library needs and the potential volunteer's skill before scheduling the volunteer.

Volunteers will not be used to replace the work done by paid library staff and will volunteer without expectation of compensation for services rendered. Satisfactory completion of a criminal background check is required as a condition of volunteering for all volunteers 18 years of age or older.

In order to properly manage volunteers and ensure a positive experience at the library, the library will:

1. Ensure that volunteers serve in positions that reflect their skills and interests while meeting the needs of the library.
2. Provide training to prepare the volunteers to perform their duties.
3. Maintain accurate volunteer data, including hours worked.

The library does not provide any health, accident, or worker's compensation benefit for any volunteer. Volunteers are expected to conduct themselves as if employed by the library and must adhere to the policies and practices established regarding attendance, conduct, safety procedures, etc. Volunteers can be released from volunteer duties at any time at the discretion of the library.

The Volunteer Protection Act of 1997, which includes volunteers who act on behalf of public entities, provides that no volunteer of a public entity is liable for harm caused by an act of omission when volunteering on behalf of the entity. For a volunteer to be protected, the following requirements must be met:

1. The volunteer must have been acting in the scope of their responsibilities for the library.
2. Where appropriate or required, the volunteer must have been properly licensed, certified or authorized to perform the activity by state authorities.
3. The harm must not have been caused by willful, reckless, or criminal misconduct, gross negligence or a conscious, flagrant indifference to the rights or safety of the individual who suffered the harm.
4. The harm must not have been caused by the volunteer's operation of a vehicle for which the state requires the vehicle's owner to possess a driver's license or to maintain insurance.