

Volunteer Policy

- I. Dorr Township Library welcomes members of the community serving as volunteers. The services volunteers perform are valued and valuable. Volunteer activities are governed by the following guidelines:
 - A. A volunteer represents the Library to the community while actively serving as a volunteer.
 - B. A volunteer is expected to follow approved policies and procedures of the Library during the time of volunteering within the Library building and at library events elsewhere.
 - C. The Library may decide to discontinue or change a volunteer's service assignment if it is determined that the assignment is no longer beneficial.
 - D. The Library cannot guarantee any specific amount of hours for individual volunteers.
 - E. Preference for most volunteer activities is given to local students who must fulfill school requirements.
 - F. Final determination of whom is permitted to volunteer at the Library is left to the judgment of staff who will be directly involved with the volunteer's activities in the Library.

- II. Dorr Township will conduct criminal background checks and/or reference checks to aid in judging the candidate's fitness to work in the Library.
 - A. Volunteers coming with references from Friends of Dorr Township Library or the local schools' National Honor Society need not be subject to additional background check.
 - B. The Library will not accept any volunteers who have been convicted of a felony, especially those involving assault or danger to children.

- III. The Dorr Township Library welcomes volunteers, but will not provide any compensation besides a letter of acknowledgement of service. Volunteers will be asked to check in before beginning work so that hours can be accurately logged.

Approved by the Dorr Township Library Board of Trustees May 15, 2023.