

Volunteer Policy

Library volunteers are unpaid staff who give of their time and talents to assist in the operating and programming of the Kling Memorial Library. Volunteers may work on short term projects or programs, or give continuing service over an extended period of time.

Guidelines for volunteers shall be as follows:

1. Volunteer work will be coordinated by the director and will be required to fill out an application.
2. Attempts will be made to assign volunteers meaningful work that makes use of their talents, expertise, training, and interests.
3. Volunteers will be given orientation and supervision by the director or paid library staff.
4. Volunteers will observe regular work rules and policies of the library.
5. Volunteers are not covered by Workers Compensation. They will be informed of this at the time they are placed.

Revised: November 13, 2001

Revised and Adopted: December 13, 2007

Revised and Adopted: May 9, 2013

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