

Service Policy 430

**Volunteer Policy**

Approved: January 9, 2001

Revised: May 17, 2005

Reviewed: November 17, 2017

Individuals twelve years of age or older are encouraged to volunteer their time and efforts in service of the Spring Lake District Library and its stated mission.

Volunteers will work with and be evaluated by staff, but will not replace paid staff.

Volunteers are required to sign a liability waiver before beginning service at the library, and are expected to operate within the stated policies and procedures of the library. In the case of a minor child, the parent or guardian must sign the waiver for the child.

Volunteers who do not adhere to the rules and procedures of the library are subject to dismissal.

In order to show appreciation for volunteer effort, annual recognition will be given based on the number of hours served.