

Category: Personnel
Policy Number: 504
Title: Library Volunteers

Guidelines and Procedures:

1. Assisting in the overall operations of the Library. Areas of support include but are not limited to programming, special events, shelving & mending of materials
2. Active recruitment shall be the responsibility of the Library Manager but all Trustees and staff should be alert to inquiries that indicate an interest in volunteering.
3. All volunteers who work unsupervised are required to provide a clear Police Background Check and an Alberta Children's Services Intervention Record Check.
4. All volunteers are to complete a Volunteer Application Form available at the library circulation desk. If the volunteer is under the age of 16, this form must be completed by a parent or guardian.

Reviewed May 14, 2022

Policy #504
Library Volunteers