

VOLUNTEERS

- A. It shall be the policy of the Deckerville Public Library to utilize the services of volunteers in any areas where they can assist the library in meeting its objectives of public service. Volunteers shall be utilized to supplement the duties and activities of paid staff and are not considered a replacement for paid staff.
- B. Volunteers will be at least 16 years of age, unless otherwise approved by the Director and Library Board. Individuals age 18 and over will need to authorize a criminal background check if they will be interacting with the public or confidential information. The Library will not allow individuals to volunteer who have been convicted of any felony or who have been convicted of a misdemeanor offense for assault; child abuse; criminal sexual conduct; use, possession, or sale of weapons. The Library Board will review all other convictions and pending criminal charges of a potential volunteer on an individual basis. Deckerville Public Library will provide a volunteer whose information found in a background check results in an adverse action, with the information as required by the Fair Credit Reporting Act. All results that are obtained by the background verification process will be proprietary and kept confidential, to the extent permitted by law.
- C. The Director reserves the right to accept, deny, or terminate the position of a volunteer with the understanding that such a decision is in keeping with the established guidelines concerning personnel and practice set out in this manual.
- D. Volunteers are a valuable resource for any public service organization. While the donation of their time and talents is greatly appreciated, each volunteer must recognize there is an obligation to provide service within the guidelines and policies of the Deckerville Public Library.

Approved 7/5/2021