



39 Bowdoin St. | Winthrop, ME 04344 | 207-377-8673 | www.baileylibrary.org

VOLUNTEER POLICY

I. PURPOSE

Volunteers at the Bailey Library supplement the efforts of paid staff to provide quality library collections, services and programs. Volunteering at the library serves as a method for area residents to become familiar with the library and creates opportunities for individuals to feel personal satisfaction while performing a valuable service for the community.

II. DEFINITION

A volunteer is a person who performs tasks without wages, benefits, or compensation of any kind.

IV. ETHICS

Service volunteers are recognized by the public as representatives of the library and shall be guided by the same work and behavior codes as employees. Service volunteers serve at will and may be terminated at the discretion of the Director or by such personnel designated by the Director to oversee volunteer staff.

V. INSURANCE

The library does not provide workers compensation coverage for volunteers. Volunteers are covered under the terms and conditions of the Town and Library liability insurance. Only volunteers' own auto coverage will cover auto claims.

VI. CHILDREN

Minor children may only work as volunteers with the consent of a parent or legal guardian.

VII. BACKGROUND CHECK

At its discretion, the Board of Trustees or Director may authorize a criminal background check for any person who volunteers at the library.

