



Volunteer Policy of the Sam T. Wilson Public Library

The Sam T. Wilson Public Library encourages individuals and groups to volunteer their time and efforts in the service of the library. By partnering with volunteers, the library hopes to further involve community members in its ongoing improvement and continued success. The library recognizes the unique talents, knowledge, and expertise that volunteers provide to the community.

I. Types of Work and Work Requirements

- Volunteers perform a wide array of tasks including clerical work, assisting with special events, shelving library materials, and many other tasks as well.
- Individuals interested in volunteering are required to fill out an application and undergo a brief interview with the library manager to determine job interests and suitability for a particular volunteer position.
- It is the responsibility of the volunteer to properly document their time on the Volunteer Sign-In sheet at the time and date the service is performed. Service hours are calculated by reviewing the Volunteer Sign-In document.
- Volunteers younger than 12 years of age must be accompanied by a parent or legal guardian for the duration of their volunteer service.
- Court-mandated “volunteer” workers will be accepted at the discretion of the library manager.

II. Dress Code

- Volunteers working in a public service capacity are expected to dress appropriately for the conditions and performance of their duties.