

Volunteer Policy for Ely Public Library

The participants in the Ely Public Library's Volunteer Services Program contribute effort and other assets to provide quality library collections, services and programs. The program serves as a method for area residents to become familiar with the Library and creates opportunities for individuals to attain personal satisfaction while performing a valuable service for the community.

1. A volunteer is a person who performs tasks for the Ely Public Library without receipt or expectation of wages, benefits or compensation (including travel expenses) of any kind. Examples include members of Boards, such as the Ely Public Library Board and Friends of the Ely Public Library Board. There are also service volunteers, who supplement the work of the Library staff.
2. Service volunteers are recognized by the public as representatives of the Library and shall be guided by the same work and behavior standards as employees. They participate at the sole option of Library management. Volunteers need not be members of the Friends of the Ely Public Library.
3. The City of Ely does not provide workers compensation coverage for volunteers unless required to by law. The City does not provide liability coverage to volunteers. Only the volunteer's own car insurance coverage will cover insurance claims.
4. Volunteers will be used to enhance the library's offerings to patrons. Use of service volunteers will be consistent with the City of Ely's agreement with AFSCME on volunteers.
5. The City of Ely may require any volunteers to pass a background check in order to work at the library.
6. Service volunteers will fill out Volunteer Information Registration forms, which will be kept on file by the Library administration. Minor children may work as volunteers only with the written consent of a parent or legal guardian.