

***Statesboro Regional Public Libraries
Statesboro-Bulloch County Library***

Volunteer & Community Service

Approved by Statesboro-Bulloch County Library Board of Trustees on August 17, 2022

This policy supersedes all prior policies and practices relative to this subject.

The purpose of Volunteer and Community Services is to enable individuals within our community to use their talents, skills, and gifts to contribute to the highest level of services possible to the patrons of the Statesboro-Bulloch County Library. The Library may accept volunteers on an as-needed basis.

- Volunteers must be 13 years old or older. *NOTE: This requirement may be waived if the child is under the direct supervision of a parent or caregiver while volunteering.*
- Volunteers may be interviewed in order to determine their skills, interests and hours available. Efforts will be made to match skills and interests with tasks and projects within the library.
- There may be a probationary period of two weeks to insure that both the volunteer's and the library's needs are being met.
- Those requesting Volunteer or Community Service hours must complete applicable forms that may include permission granted to check background before beginning work, at the discretion of the Library Manager or Regional Library Director.
- Volunteers who need a letter of reference or verification of hours worked should request the document within one month of the last day of a volunteer's term of service. The Library cannot guarantee that the information will be available after that time.
- Volunteers are expected to familiarize themselves with all applicable policies and procedures and carefully follow them.
- Volunteers are responsible for maintaining the confidentiality of ALL Library information. Failure to maintain confidentiality will result in immediate termination of the volunteer.
- Under Georgia state law, library volunteers are mandatory reporters of suspected child abuse.
- Volunteers receive no payment or discounted fees for their service. Volunteering does not guarantee or give advantage to a future paid position at the Library.