EAST MOLINE PUBLIC LIBRARY

# Volunteer Policy

## Policy Statement

The East Moline Public Library recognizes that volunteerism is an important part of the community and welcomes interested individuals, who support the library mission, to apply to be a library volunteer.

## Guidelines

- All volunteers must complete a Volunteer Application and Waiver of Liability form.
- The Director or designee will review applications and contact applicants to set up an interview when a volunteer opportunity is available.
- Volunteers may be subject to a criminal records search and background check.
- Volunteers must be able to communicate via email.
- Volunteers must adhere to the same policies, procedures, guidelines, and expectations of library staff.
- A volunteer handbook will be provided to all volunteers.

## Disclaimer

The library offers both reoccurring and event-based volunteer opportunities. Opportunities may be limited. Volunteerism is not meant to replace the work done by library staff. The library reserves the right to decline the services of any volunteer.

Approved by the Library Board of Trustees on January 27, 2025, Reviewed October 2026