

Freedom Public Library

Volunteer Policies

Acknowledgement

The Freedom Public Library and its Trustees recognize that volunteers are a valuable resource for the library. Their efforts help the library to achieve its mission to provide a warm and welcoming environment for the community. Volunteers help the library connect to other groups and organizations. They also can be valuable advocates for the library. Library staff will support the library volunteers, recognize their contributions, and ensure a supportive and welcoming volunteer experience.

Selection

Freedom Public Library volunteers are coordinated by the Library Director, with help from the library staff. Each volunteer must complete an application which will be kept on file in the library. Volunteer talents, experience, availability and interests will be considered in assignments.

Volunteers may be interviewed to better determine their interests and levels of experience. Volunteers may be required to provide personal references or background information to ensure their suitability as library volunteers.

Volunteers working with children's programming will be subject to a background check.

The Library Director or the volunteer may terminate the volunteer agreement at any time, for any reason permitted by law, with or without cause and with or without notice.

Youth Volunteers

Youth Volunteers need to read and fill out our youth volunteer application form, and have it signed by a parent or guardian.

Youth Volunteers are able to volunteer in two-hour increments.

Conduct

Freedom Public Library volunteers are recognized by the public as representatives of the library and shall be guided by the same work and behavior codes as employees.

Freedom Public Library volunteers will be bound by rules contained in all library policies and guidelines as applicable, especially as they relate to patron privacy and confidentiality.

Record of Hours

Freedom Public Library volunteers must have automobile insurance if they are driving on library business, for example, delivering books to homebound patrons, or picking up food for a program. In case of an accident, their personal auto policy is the primary source of recovery for themselves and/or other parties involved. Volunteers may be asked to verify coverage before using their vehicle for library purposes.

Amended and approved by the Freedom Public Library Trustees July 16, 2026