CONRAD PUBLIC LIBRARY
POLICY: VOLUNTEERS

The Conrad Public Library welcomes and encourages members of the community to volunteer their time and talents to enrich and expand Library services. A volunteer is defined as an individual who assists with work done at the Library without promise, expectation, or receipt of compensation for services rendered. The Library shall make use of the services of volunteers to supplement, and not to replace, the work done by permanent, paid staff. All volunteers must be accepted by the Library and recorded by the City of Conrad prior to performance of assigned tasks. Volunteers are expected to act in accordance with all applicable policies and to present a positive image of the Conrad Public Library to the public.

All potential regular, or consistent, volunteers are required to fill out a City of Conrad Application For Employment form. Volunteers are selected based on their qualifications in relation to the needs of the Library at any given time. Volunteers under consideration may be subject to a background check. Positions for volunteering are not guaranteed, and the Library may reject any application without cause.

The Conrad Public Library may, at any time, for whatever reason, decide to terminate the volunteer's relationship with the Library or to make changes in the nature of the volunteer assignment.

Approved by the Conrad Public Library Board of Trustees: March 16, 2023
Reviewed: October 22, 2026