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Transylvania County Library Policy on the Use of Volunteers

The Transylvania County Library welcomes and encourages members of the community to volunteer their time and talents to enrich and expand public library services. Volunteers are expected to conform to all policies and procedures of the Transylvania County Library. Volunteers serve at the pleasure of the library director and may be used for special events, projects, and activities or on a regular basis to assist staff. Volunteers' duties will be assigned based on staff judgment. Volunteers will receive orientation and instruction for the tasks they will perform. Services provided by volunteers will supplement, but not replace, regular services, and volunteers will not be used in place of hiring full- or part-time staff. Volunteers may apply for paid positions under the same conditions as other outside applicants. In accordance with labor laws and the policies of Transylvania County, paid staff may not volunteer their services to the library except with written permission from the library director.

Approved by the Board of Trustees
Transylvania County Library
March 8, 2007