

The Davenport Public Library Volunteer Policy

I. PURPOSE

At the Davenport Public Library, we welcome the support of a friendly and passionate volunteer community. Volunteers are critical and have the ability to expand and enhance our library services and support our mission. We design enjoyable and worthwhile volunteer opportunities to link services with our community.

II. CONDUCT

Volunteers are representatives of the library and reflect our brand personality and present a positive image to the public. Volunteers follow the same policies, procedures, and guidelines as the library employees.

III. CONFIDENTIALITY

Volunteers must adhere to the library's confidentiality policy. All transactions between library users and staff or volunteers are strictly confidential.

IV. GENERAL POLICY

Volunteers are a valuable resource to the Library and in no way replace our talented library staff. They are provided with meaningful assignments and receive effective supervision and guidance. Volunteer positions are unpaid and "at-will."

Revised and adopted by the Board of Trustees: 10/21/92

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