

Volunteer Policy

The Littleton Public Library recognizes that volunteers are a valuable resource for the library and the community. The Littleton Public Library shall make use of the services of interested volunteers to supplement and not replace work done by library staff.

Definition: Volunteer- any individual, 18 years or older, who assists with tasks and/or projects at the Littleton Public Library, without remuneration.

Youth Volunteer- any youth aged 14-17, who assists with tasks and/or projects at the Littleton Public Library, without remuneration.

All individuals 18 years or older, interested in volunteering at Littleton Public Library must complete an application form, and a NH State Police criminal background check application. The Littleton Public Library will cover the cost of the criminal background check.

Before the volunteer begins any work for the library, LPL must have on file the completed background check and a signed volunteer agreement.

Prospective volunteers under the age of 18 must have signed permission from their parent or legal guardian. To comply with state and federal laws, the library shall have on file for all youth volunteers under the age of 16 that are volunteering under the auspices of the library: a copy of the Youth Employment Certificate, proof of age, volunteer agreement signed by the youth, the parent(s)/guardian(s), and the library director. For youth volunteers aged 16-17, the library only requires signed parental permission.

LPL volunteers are bound by the rules contained in all library policies, especially those that relate to patron privacy and confidentiality.

Nothing in this policy shall be deemed to create a contract between the volunteer and the Littleton Public Library or the Town of Littleton. Both the volunteer and the Littleton Public Library have the right to terminate the volunteer's association with the library at any time, for any reason, with or without cause.

Neither the Town of Littleton nor the Littleton Public Library will provide any medical, health, or accident benefits for any volunteer. Volunteers will not be eligible to receive any worker's compensation benefits for any injuries sustained while functioning as a volunteer.