

Neenah Public Library Volunteer Program Policy

1. All potential Volunteers must complete a Volunteer Application form prior to being allowed to volunteer at the library. The library reserves the right to deny volunteer service to any person.
2. The library requires Volunteer applicants to be at least 15 years old. Reading and accurate alphabetizing skills are necessary for shelving tasks.
3. Volunteers will be subject to a background and/or reference check.
4. Volunteers may be asked to submit additional references or provide verification of community service requirements.
5. The library may inform a volunteer at any time and for any reason that the volunteer may no longer volunteer at the library. The library need not specify a reason.
6. Volunteers must:
 - * Not distract others by excessive talking, being loud, rowdy, or other inappropriate behavior.
 - * Perform assigned tasks as requested.
 - * Show up for assigned hours—please remember that we are counting on you.
 - * Perform tasks correctly—please ask if you have questions or concerns.
7. The library will contact approved volunteers to set up orientation and training. If you have further questions, contact the volunteer coordinator at 886-6321. Thank-you!