

HAMMOND PUBLIC LIBRARY
Hammond, Indiana

BP 4170 LIBRARY VOLUNTEERS

The Library recognizes the important roles volunteers play in the operation of the Library and in special services that are beyond the system's financial ability to provide.

Volunteers will not be used to displace current employees or fill open positions. They may be used to supplement work performed by regular Library employees, perform specific tasks which are limited in scope and perform any other function or duty not identified in the above, so long as the use of such personnel has been approved in the Labor-Management Committee. There should be a clear and broad distinction between the work done by employees and volunteers.

The assistance of volunteers is entirely at their own choosing and is not an assurance of a future paid position in the Library. Volunteers do not receive benefits or privileges of paid employees. The Library has the right to refuse the offer of volunteers to assist and to dismiss individuals who cannot provide the assistance needed.

Library employees may volunteer to work in the Library but not at their regular work location.