Volunteer Staff Agreement

I, _____ accept appointment as a volunteer at the Seekonk Public Library. I will receive no compensation for my services.

I agree to receive the necessary training for my assignments that will last from _____ to _____, and successive periods thereafter at the discretion of the library.

I agree to notify the library as soon as possible if I am unable to honor this agreement.

I have received and read the Volunteer Staff Manual and agree to follow all of the rules and procedures it contains.

I agree not to disclose any information that has been identified as confidential by the Library.

I agree to attend all orientation and training sessions specified by the Library.

I have received and read a written description of my duties. I agree to perform these tasks to the satisfaction of my assigned supervisor.

I agree to perform only those duties described in the written job description and not to perform tasks beyond the scope of the job description without the specific permission of my supervisor.

I understand that failure to abide by the provisions of this agreement will be cause for the Library to revoke my appointment and terminate this agreement.

Signatures: _____ _____

Volunteer Staff Member Library Representative

Dates: _____ _____

The Seekonk Public Library agrees to provide sufficient training and supervision so that you may successfully complete your assigned tasks and have an awarding volunteer experience.

The Library has assigned _____ to train you and supervise your work as a volunteer.