

**VOLUNTEER POLICY
POLICY NO. 11**

A volunteer is a person who performs any assigned or authorized duties for the Walla Walla Public Library without salary.

The City of Walla Walla is self-insured for workers compensation. Volunteer hours are reported to the State of Washington.

Washington State law (RCW 43.43.834) requires organizations that provide services to children, developmentally disabled persons and vulnerable adults submit a Request for Criminal History Information form to the Washington State Patrol for a background check. Volunteers 18 years of age and older will complete an application form and undergo a background check. The background check process will not be required for service organizations who volunteer as a group and are supervised by an organization's staff person or representative, and/or for which the volunteer activity is a single event and/or restricted to custodial work or materials handling.

A volunteer is not a replacement or substitute for paid staff. The use of volunteers facilitates public knowledge and understanding of the Library's programs and may provide opportunities for individuals to develop job skills.

Adopted: June 2, 1987
Amended: August 2, 1995
Amended: December 20, 2000
Amended: June 21, 2006
Amended: April 17, 2013
Reviewed: February 10, 2016