



MORTON GROVE PUBLIC LIBRARY

6140 Lincoln Avenue, Morton Grove, IL 60053-2989 • 847-965-4220 • www.mgpl.org

Volunteer Policy

The Morton Grove Public Library enlists qualified volunteers to assist staff in order to provide quality library service on a day-to-day basis.

The library provides short and long term volunteer options, with the expectation that the agreed upon schedule is fulfilled by both parties.

Adults requiring court-ordered service hours can volunteer at the Morton Grove Public Library for the completion of a portion or total amount of hours.

Volunteers are vetted in a similar fashion to employees and are expected to act in accordance with all Library guidelines and policies.

If a volunteer is expected to drive, a copy of a driver's license and proof insurance are required and will be kept on file in the Administration Office.

Volunteers are supervised by paid library staff.

The use of individual volunteers is at the discretion of the Library, and the Morton Grove Public Library reserves the right to reject volunteer applications and/or terminate the services of the volunteer at any time.

Approved by the Morton Grove Public Library Board of Trustees on February 8, 2018.