MORTON GROVE
PUBLIC LIBRARY

6140 Lincoln Avenue, Morton Grove, IL 60053
Phone: 847-965-4220 | mgpl.org

Teen Volunteers Policy

The Morton Grove Public Library accepts teen volunteers, ages 13-17, to assist staff with a variety of tasks and activities throughout the Library.

The Library can accommodate short- and long-term volunteers on a limited or ongoing basis.

Volunteer candidates must first submit an application for, be accepted into, and receive initial training and orientation from the MGPL Teen Librarian before being assigned volunteer duties. Teen Volunteer Program applications are available online or in-person at the Morton Grove Public Library.

While performing their assigned tasks, teen volunteers are supervised by the Teen Librarian or his/her designated representative. The Teen Librarian is the primary contact for any questions, comments, or concerns.

Teen volunteers will perform routine collection maintenance tasks, assist with programs and program preparation, and perform other duties as assigned.

The Teen Volunteer Program does not accept any court-ordered community service requests.

Teen volunteers are expected to act in accordance with all Library guidelines and policies.

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

Adopted by the Morton Grove Public Library Board of Trustees on November 8, 2018.