

**APPENDIX D
VOLUNTEER AGREEMENT**

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As a volunteer, I understand that my services are valuable to the library, and agree to:

- Perform the tasks given to me to the best of my ability
- Be punctual and to notify my supervisor of any absences
- Consider as confidential all information which I may hear or read concerning library patrons and library operations
- Accept supervision and direction from designated staff
- Maintain a good working relationship with staff and other volunteers
- Inform my supervisor if I no longer wish to volunteer

I understand that volunteers providing service under the direction of NBPLS staff are covered by the Personal Liability Protection Policy of the Province of New Brunswick and that volunteers are not covered under the Workers' Compensation Act.

Volunteer signature

The library understands that the volunteer is a valuable addition to the library, and agrees to:

- Offer the full support of library staff
- Provide orientation to the library and library system
- Provide training and supervision for volunteer assignments
- Provide recognition
- Match the volunteer with a suitable assignment

Employee in Charge signature

Date

- Copy to volunteer