



**BERTRAM  
LIBRARY**

JOANN COLE MITTE MEMORIAL LIBRARY

## **VOLUNTEERS IN THE BURNET COUNTY LIBRARY SYSTEM**

The libraries of the Burnet County Library System welcome members of the community to volunteer their time. They may assist with tasks in the library, special projects, and events held outside the library. Library volunteers are expected to follow the library's policies and procedures as directed by the library director. Volunteers must complete a volunteer application and submit to a Burnet County background check. Members under 18 wanting to volunteer must have a parent or guardian complete a consent form. Those forms are available at each library branch or on their webpage.

In accordance with labor laws and Burnet County personnel policy, paid staff of Burnet County may not serve during that period of employment as a volunteer at any of the Burnet County libraries. Employees are welcome to volunteer in the Friends of the Libraries Groups.

Volunteers are responsible for maintaining the confidentiality of all privileged information which they may be exposed to. Failure to maintain confidentiality shall result in immediate termination of volunteer duties and or other corrective action.