



## **DENTON PUBLIC LIBRARY**

### **COMMUNITY SERVICE WORKER POLICY**

Approved by Denton Public Library Board, April 14, 2005  
Library Board approved revision, February 13, 2023

**POLICY STATEMENT:** The Denton Public Library Community Worker Program is designed to enhance library services to the community by using court-ordered community service workers for volunteer labor. Community Service workers generally provide support services to paid staff and/or work on special projects.

Community service workers are identified as persons who are required by the courts to complete a number of hours of community service as part of a sentencing agreement. Community service workers regularly perform duties or tasks for the Library without wages or benefits.

Community service workers shall work under the same guidelines as other library volunteers as well as meet specific guidelines established in the fulfillment of their court assignment. Community Service workers will not take the place of paid staff but will provide special, unusual or supplemental services.

The Library shall designate a Volunteer Supervisor for each library location to oversee the supervision of community service workers. Each supervisor is expected to train and supervise the community service workers at their library location.

Community service workers must be 18 years of age, mandated by a court to perform community service, and provide the Library with documentation from the Court. Community service workers must have a minimum of 40 hours of mandated service, may not have been convicted of a felony offense, and may not have a history of charges related to theft, assault, sexual offense, violence or other offenses at the discretion of the program coordinator. Each community service worker must pass a background check before beginning their term of service.

Community service workers are recognized by the public as representatives of the Library and shall be guided by the same work, behavior, and dress code as employees. Each community service worker will be expected to meet the overall strength demand of the functions performed during a typical workday. Community service workers may be discharged with or without cause or notice. Community service workers will not be accepted if there is no suitable job match when skills, interests, location, schedule and transportation are considered. Denton Public Library reserves the right to refuse this service to any court-ordered applicant.