

1. Appendix

Alfred H. Baumann Free Public Library

Volunteer Application (18 & older)

Please Return to Linda Hoffman

• **Personal Information:**

Name: _____ Email Address _____

Telephone: (Day) _____ (Evening) _____ (Cell) _____

Address: _____ City: _____

State: _____ Zip Code: _____

In case of an emergency notify (Name): _____

Telephone: _____ Relationship: _____

• **Volunteer Interests:**

Why do you want to volunteer?

For each day indicate time you might be available to complete a **three hour shift**:

Mon: ___ to ___ Tue: ___ to ___ Wed: ___ to ___ Thu: ___ to ___ Fri: ___ to ___ Sat: ___ to ___

I would be interested in assisting with (check volunteer assignments listed below):

___ Adult programming

___ Beautification of library yards/gardens

___ Children's room activities (applicants subject to background check)*

___ Shelving and maintenance of library materials

___ Teen activities (applicants subject to background check)*

___ Welcoming library visitors

___ Other _____

*background check is conducted at volunteer's expense.

- **Occupation and/or Education:**

Circle Highest grade completed 9 10 11 12 College/Graduate degrees completed: _____

Current and/or former Occupation: _____

Employer: _____

Are you a student? _____

Which school do you attend?: _____

- **Skills:**

Do you know how to use a computer?: _____

What programs are you familiar with?: _____

What languages other than English do you speak or write? _____

What special interests and/or skills do you have that may help us to match you with the best volunteer assignment? _____

- **Reference Information:**

Please provide a reference

Name (first and last) _____ Phone: _____

Relationship _____

Applicant Signature _____ **Date** _____

For Library Director Only

Interview Date: _____ Accepted: _____

Start Date: _____ Assignment: _____