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.

Board approved, Sept 19, 2011
• 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:________________________

Board approved, Sept 19, 2011