

Skills & Interests

What skills and interests do you have that might be utilized at the library?

Emergency Contact Information

First & Last Name: _____

Contact Phone: _____

Contact email: _____

Volunteer Conduct Agreement

As a Volunteer, you will be asked to follow many of the same rules as a paid staff member. Here are some basic guidelines that all Volunteers are expected to follow:

1. Your shift is real-life work experience; you are expected to arrive on time when you are scheduled.
2. If you are unable to work a scheduled shift, you must notify the library prior to the shift.
3. Do not bring any friends, siblings, or children with you because they will distract from your work.
4. No gum or beverages are permitted in the public areas.
5. Cell phone use is not permitted during your assigned shift.
6. Be polite and use respectful language when interacting with all library staff and patrons.
7. Dress appropriately: Remember, this is real work experience!
8. You are only allowed in library staff areas during your scheduled shift.
9. Please arrange for transportation to and from the library prior to your shift. Library staff cannot give rides to Volunteers.
10. Patron Confidentiality is essential to volunteering at the library. NEVER repeat the name, contact information, or reference question of any patron who visits the library.

I certify that the answers contained in this application are true and complete to the best of my knowledge. My volunteer service is conditional upon completion of the application. I am offering my services as a volunteer. If my offer is accepted, I will not be entitled to compensation for any services I provide.

By checking 'I Agree,' you acknowledge that you have read, understand, and agree to the terms stated in the Volunteer Conduct Agreement.

I agree

Signature: _____ Date: _____
