

# Taneyhills Community Library Volunteer Application

Name \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone - (home) \_\_\_\_\_ (cell) \_\_\_\_\_

Best Time to reach you: \_\_\_\_\_

Email \_\_\_\_\_

**Volunteerism** is the foundation of our library's service to our community. Please complete this form to help us assist you in making the decision as to which placements will be right for you.

**Please check skills/talents/interests that you have which would be helpful in participating in various Library, Thrift Shop, or Used Bookstore services.**

- |  |   |
|--|---|
| <input type="checkbox"/> Artistic  | <input type="checkbox"/> Presentations (often to children)          |
| <input type="checkbox"/> Building maintenance  | <input type="checkbox"/> Public Speaking                            |
| <input type="checkbox"/> Clerical  | <input type="checkbox"/> Publishing: Design &, Layout               |
| <input type="checkbox"/> Computer data entry   | <input type="checkbox"/> Arranging books in proper order on shelves |
| <input type="checkbox"/> Computer maintenance & updates  | <input type="checkbox"/> Storytelling or Reading to Children        |
| <input type="checkbox"/> Events (planning, decorating, hosting...)   | <input type="checkbox"/> Teaching basic computer classes            |
| <input type="checkbox"/> Fund Raising  | <input type="checkbox"/> Telephone Calling                          |
| <input type="checkbox"/> Gardening   |   |
| <input type="checkbox"/> Working with patrons, such as Children's programs, Library desk, Thrift Shop, Bookstore, assisting users of public computers, etc. Circle your preferences in working with patrons. |   |

Skills and experience \_\_\_\_\_

Interview and orientation will be given prior to your participating in any of these opportunities. Please circle your choice(s). The following is the usual volunteer schedule. **Volunteers are expected to fulfill their designated time on a regular basis.**

**Thrift Shop:** 3 hours per week or per month: TWRF 10-1 PM or 1-4 PM; S 10-12:30 PM.

**Library Desk:** 3-4 hours per day, one day per week: MTWRF 10-1 PM or 1-5 PM; Tues 5-7 PM; Sat. 10-3 PM.

**Bookstore:** 3 hours per week: TWRF 10-1 PM or 1-4 PM; S 10-12:30 PM

**Children's Room or Children's Programs:** weekly or monthly

Please return this form and direct your questions to:  
Library Director 334-1418

7/13/18 HC