

Elmwood Park Public Library Volunteer Application

You must be in at least 7th grade

Please bring your completed form to the Youth Services Desk. The Young Adult Assistant will contact you as soon as possible.

Volunteer opportunities will be filled on a first come, first served basis.

Name: _____ Email: _____

Home Phone #: _____ Cell Phone #: _____

School: _____ Grade: _____ Volunteer hours needed: _____ Date hours needed by: _____

Why do you want to volunteer at the Library? (Please circle)

School Assignment (Please write teacher's name) _____ Church

Graduation Requirement _____ Boy or Girl Scouts _____ Community Service

Other (explanation) _____

How many volunteer hours do you need? _____ When do you need your hours completed by? _____

PLEASE READ AND SIGN

I understand that volunteers will be accepted based on the Library's need, that the YA Asst. does not regularly accept volunteers on a drop-in basis and that a date/time must be agreed upon by both parties. If I am accepted, I understand that it is my responsibility to show up at the scheduled time. Volunteer hours are contingent upon the Library's need and staff availability; this includes regularly scheduled shifts and make-up hours.

Applicant's signature _____ **Date** _____

Parent's signature _____ **Date** _____

(If under 15 years old)

Volunteer Shifts

Please mark your 3 top choices for times you would be able to work, and label as 1st, 2nd, and 3rd choice. We will only schedule you for one of the times that you have marked.

Wednesdays
____ 4:00 p.m. – 5:00 p.m.

Thursdays
____ 4:00 p.m. – 5:00 p.m.

Fridays
____ 3:30 p.m. – 4:30 p.m.

Wednesdays
____ 5:00 p.m. – 6:00 p.m.

Thursdays
____ 5:00 p.m. – 6:00 p.m.

Fridays
____ 4:30 p.m. – 5:30 p.m.

Wednesdays
____ 6:00 p.m. – 7:00 p.m.

Thursdays
____ 6:00 p.m. – 7:00 p.m.

Please list any special skills or talents you would be willing to share with the Library. Example: Drawing, creating signs, etc.

Emergency Contact Information

In case of emergency, please notify:

Name: _____ Relationship: _____

Address: _____ Town: _____

Home Phone #: _____ Cell Phone #: _____

Staff Use:

Notes:

_____ Called _____ Scheduled _____ Timesheet