



Volunteer Application Form

Applicants must be a minimum of 12 years of age for Youth Services Department
16 years of age for Circulation & Reference Departments

PLEASE PRINT

Name: (last) _____ (first) _____

Home Address: _____

City: _____ Zip: _____

Home Phone: _____ Alternate Phone: _____

E-mail: _____

Place of Employment:

Employment Address:

Occupation:

Do you have any family members working for Southwest Public Libraries Yes No
Are you 18 or older? Yes No If no, my birth date is _____ (must have parental consent)

Have you ever been convicted of a criminal offense? Yes No
If yes, please explain. _____

Are you willing to submit to a criminal background check if required? Yes No

What special skills, interests, training or hobbies do you have?

Please describe your experience with computers.

Can you, with minimal accommodations, perform the essential function of a volunteer? Yes No
If you have any questions please ask the interviewer before answering this question.

What days are you available to volunteer? Please check all that apply:
 Monday Tuesday Wednesday Thursday Friday Saturday

What time of the day do you prefer? Morning Afternoon Evening

Which location do you prefer for volunteering? Grove City Library Westland Area Library

With whom do you prefer volunteering? Children Teens Adult Staff

In case of emergency/illness please contact (name, phone, and relationship to you):

Is this application to complete community service hours? If yes, please explain (school requirement – and number of hours to complete, court assigned, etc.).

Previous Volunteer Experience:

References List two references. They should not be relatives, but could be teachers, employers, or other community members who have worked with you.

Name	Address	Phone
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Employment History/Volunteer History

Employer	Dates of Employment	Description of Duties
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Education

Name of School	Diploma/Degree Earned	Major/Subject Studied
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I understand that submitting an application does not guarantee placement as a library volunteer. Once accepted, an assignment can end at anytime at the discretion of library staff. I understand that my volunteer work is a commitment. When I cannot work at the assigned time, I will notify the Library as soon as possible.

Signature _____ Date _____
