



VOLUNTEER SERVICE APPLICATION

Caroline County Public Library

www.carolib.org

info@carolib.org

Date: _____

Name: _____

Address: _____

Phone Number: _____ Email: _____

Age (Answer ONLY if under 18) _____ ***Minimum age of 12 Required***

Highest Level of Education Completed: _____

How did you hear about volunteer opportunities at Caroline County Public Library?

When are you available to start volunteering? _____

Are you interested in () long term or () short term volunteer work?

If short term, please provide details.

Do you have any previous volunteer or work experience relevant to the library setting?

() Yes () No

If yes, please describe where and what type of experience was completed.

What are your reasons for applying to volunteer? If you have a court order for community service or are in need of service learning hours for school, please provide details.

Do you have any special skills or interests that you would like to incorporate into your volunteer experience?

Do you have any physical limitations that will need to be accommodated in your volunteer work?

() Yes () No

If yes, please describe.

Have you been convicted of a felony? () Yes () No

If yes, please describe and provide relevant detail, including date, nature of offense, court, case number, etc.

At which library location would you prefer to volunteer?

Central Library (Denton) _____ Federalsburg _____ North County (Greensboro) _____

Which dates/times are you available to volunteer?

(Availability of hours may vary by location)

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

What is your ideal number of hours to volunteer per week? _____

Please note there is a two-hour per week minimum requirement for most volunteer positions

Volunteers are expected to commit to a set schedule that will be arranged between each volunteer and the Volunteer Coordinator. All volunteers will sign a daily log sheet for each volunteer session. It is expected that volunteers will adhere to the schedule; however, if volunteers are going to be absent they are to call the Coordinator as soon as possible. If volunteers do not call and or report for scheduled shifts, this may be grounds for termination.

The task of each volunteer will be specifically assigned. The Volunteer Coordinator will try to accommodate individual interests; however, specific project requests cannot be guaranteed. Volunteers will be expected to complete all assigned projects to the best of their abilities.

() I understand the expectations of volunteers at Caroline County Public Library.

() I understand that criminal and/or general background checks may be conducted during the application process and I consent to such checks.

() I understand there are specific requirements and qualifications for each volunteer position.

Signature: _____ Date: _____

Parent/Guardian Signature (if under 18) _____ Date: _____

Emergency Contact:

Name: _____

Relationship: _____

Phone Number: _____

Alternate Number: _____