

Volunteer Application

Yuma County Library District

Name _____ Date _____

Address _____ Library Card # _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Age 18 or over: Yes No

Why do you want to volunteer at the library? _____

Work and/or Volunteer Experience _____

Skills and Hobbies _____

Please check volunteer assignments that interest you:

- | | |
|-----------------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Shelving | <input type="checkbox"/> Library Programs |
| <input type="checkbox"/> Cleaning (books/shelves) | <input type="checkbox"/> Greeting |
| <input type="checkbox"/> Processing new library materials | <input type="checkbox"/> Clerical |
| <input type="checkbox"/> Bookstore | <input type="checkbox"/> Book Repair |

Available Hours - Write in your available hours or check the box to list that you are available any time in the time period listed on the left (library hours vary by branch).

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning 9am - 12pm						
Afternoon 12pm - 5pm						
Evening 5pm - 9pm						

Check libraries you are interested in volunteering at:

- | | |
|------------------------------------|-----------------------------------|
| <input type="checkbox"/> Main | <input type="checkbox"/> San Luis |
| <input type="checkbox"/> Heritage | <input type="checkbox"/> Somerton |
| <input type="checkbox"/> Foothills | <input type="checkbox"/> Wellton |

References: Please list the names and phone numbers of two personal references other than family members.

1. _____ Phone _____

2. _____ Phone _____

Have you ever been?

Convicted of any crimes against persons? yes no (if yes, explain)

Convicted of any crimes against property? yes no (if yes, explain)

This information is of a confidential nature, and as such will not be shared with other personnel except for those involved in this specific volunteer position. All information collected will be kept confidential.

I declare under penalty of perjury under the laws of the state that the foregoing is true and correct.

I authorize investigation of all statements herein and release The Yuma County Library from any liability in connection with the same.

Signature of Applicant: _____ Date: _____

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

Emergency Contact:

Name _____ Phone _____

Thank you for your interest in volunteering with our organization.
You will be contacted when we have an opening for your skills.

FOR OFFICAL USE

**Volunteer Check Sheet
Yuma County Library District**

Date application was received: _____

Volunteer start date: _____

Department assigned to: _____ Supervisor: _____

Jobs and duties: _____

Checklist:

- ____ Interview
- ____ References
- ____ Approval
 - ____ Badge
 - ____ Library Card
- ____ Orientation
 - ____ Tour
 - ____ Schedule
 - ____ Timesheet
 - ____ Evacuation Procedures
 - ____ Dress Code
- ____ Training