



Upper Dublin Public Library: Adult Volunteer Application

Please Print Clearly

Name: _____

Date: _____

Address: _____

Telephone number: _____

Email: _____

I Do Not Wish to Receive Library eNews

Years Completed in School _____

Occupation _____

Adopt A Shelf Program

- Low time commitment: 2-4 hours a month or 30 mins-1 hr/week
- Flexible, independent schedule
- Detail oriented, enjoy organizing books; comfortable with standing.
- Minimum of 6-9 mo. commitment

General Volunteering

- Assisting with shelf reading & book shelving
 - Material Processing
- Support circulation and technical processing operations
- Possibility of special projects

UDPL Volunteer Opportunities

Technology Mentoring

- High level of computer literacy
 - Expertise with in-demand software/hardware
- Comfortable with 1:1 tutoring

Kid's Place Volunteers

- Work with children and families.
 - Kid's Place Maintenance
- Prepare children's materials & assist at programs

Please note: Not every position is available at all times of year. Applications are accepted on a rolling basis. Volunteers can expect to hear from UDPL staff within 2-3 weeks of initial application. If there is not an existing need in the desired volunteer area, the application will be kept on file for one year. For further details, please see the relevant position description.

Please check mark the volunteer positions you are most interested in:

- Adopt-A-Shelf Program**
 - Computer Mentoring**
 - General Volunteering**
 - Kid's Place Volunteer**
 - Other (Please share other ideas.)**
-

Skills or interest that would be useful to the library (please describe): _____

Please describe your experience with libraries: _____

Please describe any previous volunteer experience: _____

What hours are you available? We ask our volunteers to commit to an average minimum of 2-3 hours per week either indefinitely or for the duration of a project (exception: Adopt-A-Shelf Program)

Do you have any limitations that might prevent you from completing certain tasks, such as bending, lifting, standing for lengthy periods of time, etc?

How did you learn about volunteer opportunities at the Upper Dublin Public Library?

Please list 2 personal references who are not relatives:

Name	Address	Telephone

Person to contact in case of emergency:

Name: _____

Phone: _____

I understand that, as a volunteer, I will be assigned duties the Upper Dublin Public Library considers most necessary and appropriate. I also understand that my work will be reviewed and my services at the Library may be concluded at any time. By signing this application, I agree to abide by the policies of the Upper Dublin Public Library and to keep confidential all library user information or library records I may encounter.

My signature authorizes the Upper Dublin Public Library to verify any of the information on this application and to secure information from personal references. I understand that I may be subject to a background check and will provide the information necessary to authorize such a check. If required, I agree to pay for, at my own expense, both the Child Abuse History Clearance and FBI Background Check with the understanding that volunteering at the Library is contingent upon the results of these background checks.

I am aware that I will be required to successfully complete training related to the volunteer position that I will hold at the library. Training is mandatory and volunteers cannot begin a regular volunteer schedule without attending training.

I have read, understand, and by my signature consent to these statements.

Signature of volunteer: _____

Date: _____