



VOLUNTEER APPLICATION

Date _____

Referred by _____

PERSONAL *Please print or type.*

Full name: _____

Current address: _____
street *apt. no.*

_____ *city* *state* *zip*

Telephone: work _____ home _____

Email address: _____

Are you over 18? yes no If no, state your age. _____

Earliest possible start date: _____

Availability (specify days and hours): _____

Have you ever worked for us? yes no If yes, when? _____

Do you have any relatives who work for us? yes no

Have you ever been convicted of a crime? * yes no If yes, state date, location, nature and disposition of the offense.

* A conviction record will not necessarily prevent volunteer opportunity. The offense and how recently you were convicted will be evaluated in relation to the volunteer opportunity for which you are applying.

EDUCATION

Highest grade completed (*check one*): 4 5 6 7 8 9 10 11 12

College/graduate school (*degrees completed*): _____

Field of study: _____

Are you currently a student? yes no

If yes, which school do you attend? _____

Are you applying for this volunteer position to fulfill a community service requirement? yes no

If yes, for which organization? _____

How many volunteer hours are required? _____

EMPLOYMENT/VOLUNTEER EXPERIENCE *List in order, with your last or current employer first.*

1 Company name _____ Telephone _____
Address _____ Employed (*month/year*)
from _____ to _____
Supervisor's name and title _____
State your job title and describe your work. _____
Reason for leaving _____

2 Company name _____ Telephone _____
Address _____ Employed (*month/year*)
from _____ to _____
Supervisor's name and title _____
State your job title and describe your work. _____
Reason for leaving _____

Do you have any computer experience? yes no

If yes, please list systems and applications. _____

Do you have any public service experience? yes no

If yes, please describe. _____

Do you have any other experiences, skills, abilities or interests? _____

REFERENCES *List two current references.*

1 Name _____ Title _____
Address _____ Telephone _____
Nature of association (supervisor, friend, etc.) _____

2 Name _____ Title _____
Address _____ Telephone _____
Nature of association (supervisor, friend, etc.) _____

May we contact your current employer? yes no

Why do you want to volunteer at Bethlehem Public Library? _____

I understand and agree that:

- 1 The information that I have provided on this application is true and complete to the best of my knowledge.
- 2 I authorize my present and former employers and my personal references to furnish information about my employment record, including a statement of the reason for termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications as a volunteer. I release them from any liability for damages arising from furnishing the requested information.
- 3 If I am accepted as a library volunteer, I agree to comply with library policies, rules, regulations and procedures.

Signature _____ Date _____

Permission from a parent or guardian is required for youth under 18 years of age.	
_____ has my permission to volunteer at Bethlehem Public Library.	
Signature _____	Date _____

Because of the number of applications we receive, we are unable to respond to all. If your qualifications match our needs, we will contact you.

Bethlehem Public Library considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

PLEASE FILL OUT VOLUNTEER PROJECT SELECTION FORM ON NEXT PAGE. THANK YOU.



volunteer project selection form

name _____ date _____

The library strives to match potential volunteers with jobs and projects in line with their abilities and interests. **We need you to help us place you appropriately.** Please check the opportunities that interest you.

- Friends of Bethlehem Public Library
- Computer Partners (*one-on-one tutoring of adult beginners*)
- Garden Volunteer
- Teen Volunteer (*must be in grade 6-12; please indicate 1st and 2nd choice*)
__book buddy __book reviewer __homework helper __other
- BCHS yearbook digitization project
- On-call event assistant
- Other interest _____

*more information about these opportunities at
www.bethlehempubliclibrary.org/volunteer*