

Forbes Library Volunteer Application

Please complete this form to be considered for a volunteer position. You will be contacted by a staff member when a potential opportunity becomes available. Following a brief interview with one of the library's professional staff, approved volunteers are matched with appropriate projects for a specified length of time.

Date _____

First Name _____ Last Name _____

Address _____

Date of Birth: Day _____ Month _____ Year _____

Phone Number _____

Email _____

Emergency Contact

Name _____

Address _____

Phone _____

Reference (please not your present employer or a relative)

Name _____

Address _____

Phone _____

Relationship to you _____

What days and times are you available during the week to volunteer?

How often do you want to volunteer? (circle)

weekly

multiple times per week

monthly

year round

summers only

Work Experience

Last or present position _____

Employer, City and State _____

Education (check highest level)

Elementary

High School

Technical School

Some College

College degree or professional training in _____

OVER

Please check off the potential tasks that interest you:

- Book shelving/ shelf maintenance
- Gardening/ yard work
- Teaching /facilitating a library program (please specify)_____
- Fundraising
- Cleaning/maintenance
- Clerical work
- Assist patrons in using computers
- Storytelling/working with kids
- Greet and direct patrons
- Working with Special Collections/Archives
- Communications/design work
- Book mending
- Volunteering with the Friends of Forbes Library
- Other (please specify)_____

Other interests, hobbies and skills (include knowledge of languages):

Please describe any previous library experience/ volunteer experience that you have had:

Please keep in mind that not all types of volunteer opportunities are available all of the time. If the library is unable to utilize your volunteer service at this time, are you interested in being referred to another local agency? Yes No

Sponsoring agency, if any _____

If court ordered community service – number of hours and date must be completed by:

Please note all prospective volunteers for the Forbes Library may be asked to submit a Criminal Offense (C.O.R.I) Records Investigation as required by state law. Applicants under the age of 18 must also have signed permission from their parent or legal guardian.

I certify that the answers contained in this application are true and complete to the best of my knowledge.

Signature _____ Parent/Guardian _____

Please complete this application clearly and return it to the library or mail it to Assistant Director, Volunteer Coordinator, Forbes Library, 20 West Street, Northampton, MA 01060. For questions call 413-587-1017.

Thank you for your interest in Forbes Library!