

Buckeye Public Library System

Adult Volunteer Application

Applicant must be 18 years of age or older

Personal Information (please print clearly).

Please use black or blue ink to fill out application. Incomplete applications will not be considered.

REGISTER FOR NEW VOLUNTEER ORIENTATION AT KCORNISH@BUCKEYEAZ.GOV

Name:

First

Middle

Last

Address: _____ City: _____ State: _____

Zip Code: _____

Date of Birth: _____

Home Phone: (_____) _____ Cell phone: (_____) _____

Gender (check one): Male Female

E-mail:

@ _____

Are you currently 18 years of age or older? Yes No

Driver's License number: _____ State: _____

Volunteer Menu of Opportunities: How Do You Want To Connect and Contribute?

The information you provide on this volunteer application will be used to match your skills and interests with volunteer opportunities. Please mark the line next to the volunteer opportunities that matches your skills and interest.

____ Assist with adult programs

____ Miscellaneous clerical duties

____ Shelving and shelf maintenance

____ Adult Literacy Small Group Tutor

____ Assist with teen programs

____ Museum Volunteer (open Sept. thru May only)

____ Bookmobile Volunteer

____ Read To Succeed Tutor (1st grade students)

____ Assist with children programs

***Note: Qualifications/certifications and additional screening may be required for some volunteer assignments. Not all volunteer opportunities may be available.**

Where would you prefer to volunteer?

Please rank your choices 1st, 2nd, and 3rd. Volunteer opportunities are limited and not all applicants may be placed at his/her first choice location. If your first choice is not available, you may be asked to volunteer at your second choice of location.

Downtown Library (310 N. 6th Street): _____ Coyote Branch (21699 W. Yuma Road): _____

Buckeye Valley Museum (116 E. Hwy 85): _____



Please indicate with an X the days and times you are available to volunteer.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mornings 10:00a-12:00p						
Afternoons 12:00p-2:00p						
Mid-Afternoon 2:00p-4:00p						
Evenings 5:00p-7:00p						

***Note:** Hours vary depending on location. We cannot guarantee that a requested timeslot will be available for volunteering

When can you begin volunteering? _____

If selected as a volunteer, how much time are you able to devote to volunteering?

Hours per Week: _____

Hours per Month: _____

Prior volunteer or work experience, if any?

Name of Organization	City/State	Dates	Name of Supervisor
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Will you have transportation to and from your volunteer assignment? YES or NO

Reasonable Accommodation

Participation in the Buckeye Public Library Volunteer Program requires constant interaction and communication with customers and Library Staff. Tasks and projects require volunteers to sit and/or stand for extended periods of time. Are you able to perform these tasks with or without reasonable accommodation? YES or NO

The Process/What to Expect

New volunteers are required to attend an Orientation prior to volunteering. Bring your completed volunteer application with you to the Orientation. The Orientation session will provide an opportunity to gain an understanding of how the organization is structured, how volunteers fit into that structure and to be briefed on the volunteer policies and procedures. It does not guarantee a position within the volunteer program or commit you in any way. Please check our online calendar for specific dates and times of our upcoming New Volunteer Orientations. Go to www.buckeyeaz.gov/library and click on 'Library Calendar'.

For additional information, please contact Krista Cornish, Volunteer Coordinator at 623-349-6307 or email kcornish@buckeyeaz.gov.

