

VOLUNTEER APPLICATION



Please note: you must be 16 or older to volunteer with the Library.

Personal Information

Name: _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Cell/Work telephone: _____ Email: _____

What is the best way to reach you during the day? _____

Date of birth (adults, please list month & day only): _____ Age: ☐ 16–17 ☐ 18–30 ☐ 31–54 ☐ 55+

Are you a student? ☐ Yes ☐ No Employed? ☐ Yes ☐ No

Emergency contact name: _____

Relationship: _____ Contact telephone: _____

Do you have a community service requirement? ☐ Yes ☐ No ☐ School ☐ Work ☐ Court ☐ Other

If yes, how many hours are you looking for and by what date? _____

Skills, Experience, and Interests

Current or most recent employer (if applicable): _____ ☐ P/T ☐ F/T

Dates of employment: _____ Job title: _____

Job responsibilities: _____

May we contact for a reference? ☐ Yes ☐ No Contact name and telephone: _____

Please tell us about your prior volunteer experience (if applicable):

Organization name: _____ Your responsibilities: _____

May we contact for a reference? ☐ Yes ☐ No Contact name and telephone: _____

Organization name: _____ Your responsibilities: _____

May we contact for a reference? ☐ Yes ☐ No Contact name and telephone: _____

Please list hobbies, interests, special skills (including foreign language skills), and experience you can offer:

Availability

What days are you available to volunteer? (Check as many as apply.)

☐ Mondays ☐ Tuesdays ☐ Wednesdays ☐ Thursdays ☐ Fridays ☐ Saturdays ☐ Sundays

What time during the day are you available? ☐ Mornings ☐ Afternoons ☐ Evenings ☐ Varies

How often can you volunteer?

☐ 2 or more per week ☐ Once per week ☐ Once or twice per month ☐ Summer only ☐ Special events only

At which locations would you prefer to volunteer? (Check as many as apply.)

<input type="checkbox"/> Hughes Main Library	<input type="checkbox"/> Five Forks Branch	<input type="checkbox"/> Pelham Road Branch
<input type="checkbox"/> Anderson Road Branch	<input type="checkbox"/> Fountain Inn Branch	<input type="checkbox"/> Simpsonville Branch
<input type="checkbox"/> Augusta Road Branch	<input type="checkbox"/> Greer Branch	<input type="checkbox"/> Taylors Branch
<input type="checkbox"/> Berea Branch	<input type="checkbox"/> Mauldin Branch	<input type="checkbox"/> Travelers Rest Branch
<input type="checkbox"/> Blue Ridge Branch		

Which volunteer areas interest you? (Check all that apply.)

<input type="checkbox"/> Shelving/Library aide	<input type="checkbox"/> Preparing packets for Seed Library	<input type="checkbox"/> Transporting books in my vehicle
<input type="checkbox"/> Friends gift shop	<input type="checkbox"/> Assisting with adult programs	<input type="checkbox"/> Sorting donations
<input type="checkbox"/> Assisting with children's programs	<input type="checkbox"/> Transcribing Historical Documents	<input type="checkbox"/> Special events
<input type="checkbox"/> Helping with book sales	<input type="checkbox"/> Assist with research in South Carolina Room	<input type="checkbox"/> Bilingual services

Any other comments: _____

I understand that the Greenville County Library System conducts criminal records checks and sex abuse registry checks on volunteers who work in certain positions, and I hereby give consent for such a check if required for the volunteer assignment for which I'm being considered. Criminal record checks require a full date of birth, which I agree to provide upon request. I understand all such reports will be held in strictest confidence and that I have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of the background investigation. I understand that this is an application for and not a commitment or promise of a volunteer assignment. I understand and agree that the Greenville County Library System is under no obligation to consider me for full-time or part-time employment opportunities.

Applicant Signature: _____

Parent's Signature (if applicant is a minor): _____

Please return to any branch/service desk or mail to:

Amy Pecht - Volunteer Coordinator
25 Heritage Green Place, Greenville, SC 29601
Phone 527-9286 Fax 235-8375
apecht@greenvillelibrary.org