

# CHATTANOOGA PUBLIC LIBRARY

## 2014 DOWNTOWN LIBRARY VOLUNTEER APPLICATION

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ Cell phone \_\_\_\_\_

City \_\_\_\_\_ State/Zip \_\_\_\_\_ Email \_\_\_\_\_

Are you volunteering 20 hours to earn a free one-year library membership?      yes      no

Are you age 18 or older?      yes      no

*If so, you will need to pass a background check to work with children.*

### **Community Service**

If this is for a school/class assignment, how many hours are you required to serve? \_\_\_\_\_

If this is to fulfill a CHA commitment, how many hours are required monthly? \_\_\_\_\_

Other? (explain) \_\_\_\_\_ How many hours are required? \_\_\_\_\_

### **Area of Interest (please check all that apply):**

Saturday Basic Computer Class. Classes are 2 pm-3:30 pm

Gardening. Are you working with the Master Gardeners of Hamilton County?      yes      no

Staff Assistant. Duties vary and may include light cleaning.

Summer Reading Program

Teen Center

### **Hours of Availability**

The library is open 9 a.m. – 8 p.m. Mon. - Thurs, and 9 a.m. – 6 p.m. on Fri. & Sat.

What days of the week and what hours are you available to work?

Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_ Sat. \_\_\_\_\_

### **Background and Experience**

Education (i.e. grade level completed, special classes, certifications):

Skills that would help the library (i.e. computer use, gardening, past work or volunteer experience):

Are you willing to accept responsibility for reporting on time to perform the duties assigned; and if unable to do so, giving advance notice to the person in charge?

Person to contact in case of emergency:

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

**The library reserves the right to reassign or suspend the activities of any volunteer, or the volunteer program. By signing below I agree to allow the library to conduct a personal background check, if required as indicated above.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Return to:** Andria Davis, Community Relations & Volunteer Coordinator, Chattanooga Public Library, 1001 Broad Street, Chattanooga, TN 37402, or to a public service desk at any library location.