

# Metropolis Public Library -Volunteer Application Form

Application Date \_\_\_\_\_

Volunteer Position Sought \_\_\_\_\_

Name \_\_\_\_\_

Home Address \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

## Education

Highest Level of Education \_\_\_\_\_

## Employment

Current Employer, if applicable

Position/Title \_\_\_\_\_

Dates of Employment (starting, ending) \_\_\_\_\_

Company/Employer \_\_\_\_\_

Address \_\_\_\_\_

Would you like us to keep your employer abreast of your volunteer service and achievement? No Yes

Special training, skills, hobbies

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Groups, clubs, organizational membership's

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Please describe your prior volunteer experience (include organization names and dates of service)

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What experiences have you had that may prepare you to work as a volunteer in the field of [description of field, e.g. domestic violence, child abuse prevention, youth recreation, etc.]?

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Why do you want to volunteer? [or What do you want to gain from this volunteer experience?]

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Have you ever been convicted of a crime? [If yes, please explain the nature of the crime and the date of the conviction and disposition.] Conviction of a crime is not an automatic disqualification for volunteer work.

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Do you have?

- A driver's license?    No                      Yes
- Car insurance?        No                      Yes
- Car available for transporting others?    No                      Yes

REFERENCES: Please list three people who know you well and can attest to your character, skills and dependability (NOT family members). Include your current or last employer.

Name/Organization	Relationship to You	Phone	Length of relationship
1.			
2.			
3.			

***Please read the following carefully before signing this application:***

I understand that this is an application for and not a commitment or promise of volunteer opportunity.

I certify that I have and will provide information throughout the selection process, including on this application for a volunteer position and in interviews with Metropolis Public Library that is true, correct and complete to the best of my knowledge. I certify that I have and will answer all questions to the best of my ability and that I have not and will not withhold any information that would unfavorably affect my application for a volunteer position. I understand that information contained on my application will be verified by Metropolis Public Library I understand that misrepresentations or omissions may be cause for my immediate rejection as an applicant for a volunteer position with Metropolis Public Library or my termination as a volunteer.

Signature \_\_\_\_\_ Date \_\_\_\_\_