



## Volunteer Job Descriptions Available

*Please check the box of the duties that interest you.*

- Adopt-A-Shelf Volunteer** – Main Duties: Maintain orderly & clean shelves
    - Time commitment: 2 hours every 2 weeks, minimum of 6 months
  - Book Cover Volunteer** – Main Duty: Cover books with vinyl
    - Time commitment: 1-2 hours per week
  - Circulation Desk Volunteer** – Main Duties: Circulate items, issue library cards, shelve materials, and answer questions
    - Time commitment: 2-4 hours per week or twice a month (depending on the shift)
  - Library Literary Critic** – Main Duties: Provide short reviews of library books, movies, CDs, and other materials
    - Time commitment: Varies
  - Library Page** – Main Duties: Maintain orderly & clean shelves, shelve materials, other duties as assigned
    - Time commitment: TBD for **teen** volunteers (must have a sponsoring Library Page Mentor agreed upon by Librarian)
  - Online Library Sale Assistant** – Main Duties: Price materials and arrange for the sale of them online
    - Time commitment: 2 hours per month
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I hereby certify that I have answered truthfully and have not knowingly withheld any information relative to my application. I understand that I am not guaranteed a volunteer position by submitting this application. I understand that, if accepted, I will work within my assigned areas of responsibility without any monetary compensation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

As a volunteer you will be working with a variety of people. One of our top priorities is to provide safety to our patrons and staff.

Have you received the COVID – 19 Vaccine?

Yes       No

If you answered “No,” do you plan to vaccinate in the near future?

Yes       No