



Geneva Public Library's Volunteer Application

Today's Date: _____

Name: _____

Phone: _____

Email: _____

Address: _____

Date of Birth: _____ (used to determine if this should be brought to attention of Youth Dept)

- Why do you want to volunteer at the Geneva Public Library? What aspects are you interested in?

- Do you have any previous volunteer experience? **Yes** ____ **No** ____

If yes, please describe: _____

- Do you have any physical limitations that will need to be accommodated for? **Yes** ____ **No** ____

If yes, please describe: _____

- When are you available? List days of the week/times of day you're available:

- Are you interested in long-term or short term volunteer work? **Long-term** ____ **Short-term** ____

- Do you have a minimum number of hours that you need to complete? **Yes** ____ **No** ____

If yes, how many? _____



Person to contact in case of an emergency:

Name: _____

Relationship: _____

Phone Number: _____

Alternate Number: _____

Terms of Agreement

Volunteers are expected to commit to a set schedule that will be arranged between you and the library staff member. We expect that you will adhere to your schedule; however, we understand that sometimes you cannot make your scheduled shift. If you are unable to come in when you are scheduled, please let the staff person know as soon as possible. If you do not call and do not show up for your scheduled shift you may be dropped from the volunteer program.

Staff will try to accommodate individual interests and talents when assigning tasks or special assignments, however, specific requests cannot be guaranteed. Volunteers will be expected to complete all assigned projects to the best of their abilities.

As a volunteer, you agree to abide by all rules and regulations set forth by the Geneva Public Library. By signing this form, the Volunteer releases and forever discharges and holds harmless the Geneva Public Library and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from my volunteer work with the Geneva Public Library.

Volunteers agree to release the Geneva Public Library for any and all liability for personal injuries and property losses or damage occasioned by, or in connection with, the Geneva Public Library, and expressly waive any such claim for compensation or liability on the part of the Geneva Public Library beyond what may be offered freely by the representative of the Library in the event of such injury or medical expense.

I understand the expectation of being a volunteer at Geneva Public Library.

Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____