



# Volunteer Application for Adults

Library Volunteer Program: Onslow County Public Library • 58 Doris Avenue East, Jacksonville, NC 28540 • 910-455-7350

*If you are under 18 years old, please complete the Teen Volunteer Application for Middle and High School students.*

## Tell us about yourself:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Gender:  Male  Female

Date of Birth: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_

Availability	
<u>Day</u>	<u>Times</u>
<input type="radio"/> Monday:	_____
<input type="radio"/> Tuesday:	_____
<input type="radio"/> Wednesday:	_____
<input type="radio"/> Thursday:	_____
<input type="radio"/> Friday:	_____
<input type="radio"/> Saturday:	_____
<input type="radio"/> Sunday:	_____
<input type="radio"/> As Needed	

Employment Status:  Employed  Retired  Homemaker  Student  Unemployed

Current Employer and Position:

\_\_\_\_\_

Employment History (past 5 years):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Volunteer Experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Interests and Skills:

\_\_\_\_\_  
\_\_\_\_\_

Highest Level of Education:  High School  Vocational-Technical  Undergraduate  Graduate Degree  
 Other Training \_\_\_\_\_

Please indicate any physical disabilities and accommodations that you may require while providing volunteer services:

## What are your volunteer service interests?

- Circulation Assistant**—shelving, organizing books, assisting with displays, pulling holds
- Processing Assistant**—labeling books, fitting dust jackets, cutting flyers and posters, cleaning/mending materials
- Computer Instruction Assistant**—assisting patrons with computers during open lab or instructional classes
- Event Volunteer**—large special events and/or programs; set up, take down, guide traffic, etc.
- Youth Services:**  Homework Helper  Story Time Assistant
- Other:** \_\_\_\_\_

## To which branches would you like to be assigned?

- Main Library – Jacksonville     Richlands     Sneads Ferry     Swansboro

How long do you plan to serve as a volunteer for the Library? \_\_\_\_\_

Within the past 10 years, have you been convicted of a crime or released from prison?  Yes  No

If YES, please state the date, place and nature of the offense(s). Youth Services volunteer applicants must consent to a criminal history check by the Onslow County government.

## Confidentiality Agreement:

I understand that it is the policy of the Onslow County Public Library to protect the privacy of those who use the Library. I agree to hold all information about patrons in complete confidence and to access this information only in the course of performing my volunteer assignments. I also understand that a breach of confidentiality is grounds for dismissal.

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

### For Library Staff:

Assignment: Location: \_\_\_\_\_ Position: \_\_\_\_\_ Start Date: \_\_\_\_\_

Staff Liason: \_\_\_\_\_



**Jacksonville / Main Library**  
58 Doris Ave East  
Jacksonville, NC 28540  
910.455.7350  
Mon-Thurs, 9-9  
Fri-Sat, 9-6  
Sun, 1-5

**Richlands Branch**  
299 S. Wilmington St.  
Richlands, NC 28574  
910.324.5321  
Mon-Weds & Fri, 9-6  
Thurs 10-7  
Sat, 9-3

**Swansboro Branch**  
1460 W. Corbett Ave  
Swansboro, NC 28584  
910.326.4888  
Mon-Weds & Fri, 9-6  
Thurs 10-7  
Sat, 9-3

**Sneads Ferry Branch**  
242 Sneads Ferry Rd  
Sneads Ferry, NC 28460  
910.327.6471  
Mon-Weds & Fri, 9-6  
Thurs 10-7  
Sat, 9-3

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