



The New York Public Library
<http://www.nypl.org>

VOLUNTEER APPLICATION

- **PERSONAL INFORMATION**

Name _____ E-Mail Address _____
Telephone (Day) _____ (Evening) _____ (Cell) _____
Address _____ Apt. # _____
City _____ State _____ Zip Code _____

In case of emergency, notify (Name): _____
Telephone: _____ Relationship: _____

You must be at least 14 to volunteer. Volunteers under 18 must have a parent/guardian complete the consent section on the reverse side of this application. Age if under 18 _____

- **VOLUNTEER INTERESTS**

Why do you want to volunteer?

For each day, indicate times you might be available to complete a **two or three hour shift**:

Mon: ___ to ___ Tue: ___ to ___ Wed: ___ to ___ Thu: ___ to ___ Fri: ___ to ___ Sat: ___ to ___ Sun: ___ to ___

I would be interested in assisting with (check volunteer assignments listed below):

- Adult Programming
- Advocacy for libraries at public hearings and meetings
- Beautification of library yards/gardens
- Book discussion *
- Book sale *
- Children's Room activities * (applicants subject to background check)
- English conversation groups *
- Exhibitions
- Letter writing to elected officials
- Literacy tutoring in a Center for Reading and Writing *
- Shelving and maintenance of library materials *
- Teen activities * (applicants subject to background check)
- Welcoming library visitors *
- Other _____

* Training provided.

- **LOCATION PREFERENCE**

Branch of your choice _____ (Branch Name).
Please find branch name, address, and telephone number by clicking one of the links below.

[Central](#)

[Manhattan](#)

[Bronx](#)

[Staten Island](#)

• **OCCUPATION AND/OR EDUCATION**

Circle highest grade completed 9 10 11 12 College/Graduate School (degrees completed) _____

Current and /or former Occupation _____

Employer _____

Are you a student? Yes No

Which school do you attend? _____

• **SKILLS**

Do you know how to use a computer? Yes No

Are you familiar with: Internet Word Microsoft Excel

What language(s) other than English do you speak and/or write with fluency _____

What special interests and/or skills do you have that may help us to match you with the best volunteer assignment?

• **REFERENCE INFORMATION:**

Please provide a reference. Personal Professional

Name (first and last) _____ Phone _____

Applicant Signature _____ Date _____

PARENT/GUARDIAN CONSENT (for volunteers under age 18)

I give permission for the above applicant to volunteer at The New York Public Library for a maximum of _____ hours per week (three hours minimum). If you need to reach me, my phone number is Day _____ Evening _____ Cell _____

Parent/Guardian Signature _____ Date _____

Please submit completed form to the library of your choice in person or mail to the branch of your choice. Attention: Branch Librarian.

FOR NYPL VOLUNTEER SITE SUPERVISOR ONLY

Interview Date _____ Interviewed by _____ Accepted Yes No

Start Date _____ Assignment _____

Comments: _____
