

Volunteer Application

All adult volunteers (volunteers age 18 and older) are required to successfully complete a background check prior to being allowed to volunteer.

Section 1: Applicant Contact Information

Name: _____ Date of Birth: _____

Age: _____ Grade Level (If a Student): _____

Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____ Home/Work Phone: _____

Email Address: _____

School (If Applicable): _____

Employer (If Applicable): _____

Section 2: Parent/Guardian Contact Information

This section is required for Teen Volunteers ages 13-17.

Parent/Guardian Name(s): _____

Parent/Guardian Cell Phone: _____

Parent/Guardian Home/Work Phone: _____

Parent/Guardian Email Address: _____

Section 3: Availability

What date are you available to start volunteer service?

Do you have seasonal availability only? For example, please note if you will only be available to volunteer during summers or school breaks.

How many hours per week can you volunteer? _____

On what days and times are you available to volunteer?

Day	Time(s)
Monday (9 a.m. – 6 p.m.)	
Tuesday (9 a.m. – 6 p.m.)	
Wednesday (9 a.m. – 6 p.m.)	
Thursday (9 a.m. – 6 p.m.)	
Friday (9 a.m. – 6 p.m.)	
Saturday (12 p.m. – 4 p.m.)	

At which locations are you interested in volunteering?

- Craighead County Jonesboro Public Library (315 W. Oak Ave., Jonesboro)
- Brookland Public Library (401 S. Holman St., Brookland)
- Caraway Public Library (102B E. State St., Caraway)
- Kohn Memorial Library (103 S. Edmonds St., Monette)
- McAdams Public Library (106 Cobean Blvd., Lake City)

Section 4: Skills and Interests

Why are you interested in volunteering at the Public Library?

Have you ever volunteered or worked in a library before? If so, please describe your duties:

Please describe any customer service experience you have:

Please check each app or computer program that you have experience using:

- Libby App (Public Library E-books and E-audiobooks)
- Email
- Google Workspace (Gmail, Google Docs, Google Sheets, etc.)
- Microsoft Office Suite (Microsoft Word, Excel, etc.)
- Canva (Graphic Design)

Please list any skills or experience you have that you would like to offer:

Section 5: Acknowledgment

I understand that submitting a Volunteer Application does not guarantee that an applicant will be selected as a volunteer and that opportunities for volunteer work are limited. I acknowledge that I have read and understand the Public Library's Volunteer Policy.

Applicant's Signature _____ Date _____

Guardian's Signature (if applicable) _____ Date _____

Thank you for your interest in volunteering! If you have any questions, please refer to the Public Library's Volunteer Policy, or contact the Public Library at (870) 935-5133.