



Mercer Area Library  
110 E. Venango Street  
Mercer, PA 16137  
(724) 662-4233  
www.mercerarealibrary.org

## Volunteer Application Form

### Personal Information

Name \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Telephone \_\_\_\_\_ (Cell) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

In case of emergency, notify (Name): \_\_\_\_\_

Telephone: \_\_\_\_\_ Relationship: \_\_\_\_\_

### Clearances Checklist

	<u>Clearance</u>	<u>Date Obtained</u>	<u>Expiration Date</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

### Child Abuse Reporting Training

\_\_\_\_\_  
Date Training Completed

\_\_\_\_\_  
Director Signature



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

- Circulation Desk
- Shelf Reading
- Shelving
- Housekeeping
- Movie Nights
- Special Projects
- Computer Assistance
- Outdoor Activities

**Please indicate your availability in the chart below:**

Days	Mornings	Afternoons	Evenings
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			



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## OCCUPATION AND/OR EDUCATION

Current and /or former Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Are you a student?    Yes                      No

If yes, 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 \_\_\_\_\_

Phone \_\_\_\_\_

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

PARENT/GUARDIAN CONSENT (for volunteers under age 18) I give permission for the above applicant to volunteer at the Mercer Area Library for a maximum of \_\_\_\_\_ hours per week (three hours minimum).

If you need to reach me, my phone number is \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_