

Great Barrington Library Volunteer Application

First off: *thank you for your interest!* We're appreciative that you're considering spending some of your valuable time volunteering with us. We think our libraries are special, and the work we do is vital to the communities we serve, and we're happy you want to help. So thank you.

Name:

Phone:

Email:

Address:

Emergency Contact:

Phone:

Why are you interested in volunteering at the library?

Hobbies, skills, interests, passions:

In volunteering for GB Libraries, there are three 'positions'; please circle which one(s) you'd be interested in.

Mason adult circulation: shelving books, unpacking the delivery, shelf-reading, collection shifting, book and DVD repair, and other stacks-related projects. 1 to 2 hours, one day a week, M - F

Mason children's department: Duties include shelving, organizing, dusting, and program assistance. 1 to 2 hours or as needed, M – Sat.

Ramsdell circulation: shelving, shelf-reading, and other stacks-related projects. 1 to 2 hours, Tuesdays or Fridays.

All three of these positions will require some light lifting, bending, kneeling, and stooping. The shelves can be dusty. Knowledge of libraries and the Dewey Decimal System is a plus.

It's rare that you'd be in a position to have access to patron information, but just in case, it's important for you to understand and sign the patron confidentiality agreement. We have an obligation to our patrons to maintain confidentiality and respect privacy. Your work could expose you to confidential information. You cannot share this information with anyone, or make copies of any personal records, reports or documents.

Patron Confidentiality Agreement

I, _____, agree not to disclose any personal information about anyone that I have learned through volunteering at the Great Barrington Libraries.

(Signature)

(Date)

Anything else? Just let us know.

Hours / days available: