



# Kaukauna Public Library Volunteer Application Form

Thank you for your interest in volunteering at the Library. Please return your filled-out application form to the Library. If it is determined that you are a good fit to represent the library's mission, your application will be turned in to City Hall for the required background check. You will then be contacted via email to initiate your background check. Background checks may take several weeks. Once the background check is approved, you will be contacted by a Library Volunteer Supervisor to discuss volunteer opportunities and orientation

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

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

City/State/Zip: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

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

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

Contact Preference: Email or Phone

In case of emergency, contact: \_\_\_\_\_

Relationship to contact: \_\_\_\_\_

Phone number(s) of contact: \_\_\_\_\_

Areas of volunteer interest: (Circle all that apply)

Shelving   Programming   Disc Cleaning   Local History Projects   Homebound Book Delivery   Plant Care/Landscaping   Other \_\_\_\_\_

Special Skills or Training: \_\_\_\_\_

## Volunteer Policies and Agreement

I agree to abide by the volunteer policies and procedures including dress code, privacy, environment, ethics, intellectual freedom and diversity, drugs & alcohol, and safety when I become a Library Volunteer. Upon starting volunteer work at the Library, I will read the volunteer policies & procedures and sign a form stating that I have read and agree to such policies and will be bound to them when volunteering at the Kaukauna Public Library. By signing this agreement, I agree to the Authorization for a Release of Information, for the Library to run a background check on my person. I understand that if my background check is not approved, I will not be able to volunteer at the Library.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

*Parent/Guardian signature is needed for volunteers under the age of 18 applying.*

Reasonable accommodations for persons with disabilities will be available upon request and if feasible.