



VOLUNTEER APPLICATION



Santa Fe Public Library and Friends of the Santa Fe Public Library

Date: _____

Name (please print): _____

Mailing Address: _____

City: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email address: _____

Emergency Contact Information:

Name: _____

Phone(s): _____

Do you have a library branch preference?

Main

La Farge

Southside

If you are interested in working at least one day a week, please indicate which days and times you are available.

Days? _____

What times of day? _____

How many hours per week? _____

(Please complete next page.)

Please check the volunteer tasks below that are of interest to you.

Jobs followed by (R) require a regular weekly commitment.

Jobs followed by (N) are on an as-needed basis (less regular).

LIBRARY TASKS FOR VOLUNTEERS:

- Shelving library materials (books, CDs, etc.) (R)
- Shelf reading (making sure materials are in order on shelves) (R)
- Assisting with Youth programs (N) (R)

If you want to work on Library Tasks, return this form to any Librarian at any Library.

FRIENDS OF THE LIBRARY TASKS FOR VOLUNTEERS:

Note: To work in a bookstore, book room, or book sale you must be a member of the Friends.

Are you a member of the Friends? Yes No

- Book delivery to homebound people (N)
- Sorting donated materials for the bookstore (Main Southside) (R)
(No booksellers)
- Lifting/moving heavy boxes of materials (Main Southside) (R)
- Staffing the Friends' bookstore (Main Southside) (R)
(No booksellers)
- On-call substitute at a Friends' bookstore (Main Southside) (N)
(No booksellers)
- Selling special books online (N)
- Working at Friends' book sales (N)
- Writing articles for the Friends' newsletter
- Compiling Friends' newsletter (N)
- Providing technical support for newsletter (N)
- Assisting with bulk mailings (N)
- Coordinating/creating advertising for book sales and other events (N)
- Working at special Friends' events (N)
- Interested in learning about serving on the Board of Directors of the Friends.

If you want to work on Friends Tasks, return this form to either Main or Southside

Bookstore, or mail to: Volunteer Coordinator

Friends of the Santa Fe Public Library

145 Washington Avenue

Santa Fe, NM 87501

Note: If you are over 55 years of age, you are eligible for the Retired and Senior Volunteer Program (RSVP) program, which provides free insurance coverage if you are injured on your volunteer job.

Are you interested in obtaining more information about this program? Yes No