

Computer and Public User Support Volunteer Agreement

CHELSEA DISTRICT LIBRARY

Name _____

Birthday (month/day) _____

Address _____

City _____

Zip code _____

Telephone (H) _____

(W) _____

E-mail _____

Emergency contact

Name _____

Phone _____

Computer Skills

(List all that you feel comfortable in assisting others or feel qualified to assist the library with)

Availability

Days (please circle all that apply) M T W Th F S S

Times: Mornings _____

Afternoons _____

Evenings _____

How often are you available each week? Weekly? Twice a week?

Could you make a long-term commitment? Yes No

Are there two people you know well, either professionally or personally, who can talk about your ability or experience in working with other people?

Name: _____

Phone # _____

Name: _____

Phone # _____

I have read the job descriptions and guidelines and understand the responsibilities and duties of this position. I understand that I will be accepted to the position with a probationary period dependant on the project and may be asked to attend periodic training sessions for updates. I am offering my services as a volunteer. If my offer is accepted, I understand that I will not be entitled to compensation for any services I provide.

Signature of Applicant _____ Date _____

Confidentiality Agreement:

I understand that I will come in contact with confidential security information that I am not to discuss with anyone not directly involved with the Chelsea District Library. If this confidentiality is violated, I will be asked to sever all ties to the volunteer program.

Volunteer Signature: _____ Date: _____

Staff Signature: _____ Date: _____

Photo Release:

I give Chelsea District Library permission to publish and use the photographs they have taken of me, named below, for editorial, illustration, advertising or trade purposes. I grant these rights to Chelsea District Library, their photo agency and agents.

Volunteer Signature: _____ Date: _____

PLEASE NOTE:

You may be scheduled for an interview, depending on availability and library needs.

Assigned to: _____ Date assigned: _____