

# PITTSFORD COMMUNITY LIBRARY

## VOLUNTEER APPLICATION FORM

### HOW TO SUBMIT THIS APPLICATION

1. **Online – Email Form**

2. **Print & Mail to:** Pittsford Community Library, 24 State Street, Pittsford, NY 14534, Attn: Ann

3. **Fax to:** (585) 248-6259 Attn: Ann Williams

Thank you for your interest in volunteering at the Pittsford Community Library. We primarily use volunteers for shelf reading to help keep our library orderly and neat. Shelf reading involves checking books to make sure they are in the correct order and straightening books on shelves. It requires standing and bending, as well as comfort with alphabetizing and numerical sequencing. As a shelf reader, you can volunteer anytime the library is open and can work for as many or as few hours as you wish. You will get training and there will always be library staff to answer your questions. Occasionally, we may ask you to do other jobs as they are needed.

After submission of this form, a library staff member will contact you to arrange a training time.

Today's Date: \_\_\_\_\_

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

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

Telephone Number: \_\_\_\_\_

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

If shelf reading does not interest you, the Friends of Pittsford Library also need volunteers to sort donated books and help with book sales. Proceeds from the sales help the Library purchase special items, build collections, and offer quality programming.

*I would like someone from the Friends to contact me about volunteer opportunities.*

Thank you again for your interest.