



Benbrook Public Library

1065 Mercedes Street

817-249-6632

www.benbrooklibrary.org

Application for Adult Volunteer

Date

The mission of Benbrook Public Library's volunteers is to provide assistance to the staff in every area of operations while also providing quality customer service to the patrons in a professional manner. Prospective volunteers will receive consideration without discrimination because of race, creed, color, sex, age, national origin, or handicap. Submitting an application does not guarantee placement as a Library volunteer. Incomplete applications will not be considered for review.

Please complete this application form if you are interested in becoming a volunteer with the Benbrook Public Library.

First Name

Last Name

Street address

Street address line 2

City

State

Zip code

E-mail address

Phone Number

Emergency Contact Name

Phone Number

Relationship

Are you a returning volunteer?

Yes

No

Please explain any health or physical limitations

APPLICANT AVAILABILITY

Please indicate the days and times you are usually available to volunteer: You may volunteer up to 2 hours per week.

Mornings (8 AM-12)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday

Afternoon (12-5 PM)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday

Evening (5 PM-8 PM)

Monday
Tuesday
Wednesday
Thursday

I am available starting this time:

I am available ending at this time:

I agree to refrain from repeating, copying or revealing to any outside source, any confidential information learned while I am a volunteer with the Benbrook Library District. I realize that this a privileged information and is not to be shared with anyone other than my supervisor, and only as necessary to carry out my task or service. I understand that I am in a position of public trust and will not sure my public position for personal gain.

Signature _____ Date _____

Please Initial the statement below.

I agree not to consume or use tobacco products inside the library.

I agree not to consume, use, possess, or be under the influence of any drug or alcohol products while volunteering for the library.

I have never been convicted and/or placed on probation for any criminal offenses. (If yes, please provide dates and detailed information on the back of this form)

I understand that any conduct or pattern of conduct that would tend to disrupt, diminish, or otherwise jeopardize public trust in the Benbrook Library District will result in dismissal.

I certify that all information provided on this form and on the Volunteer Information Sheet is true and complete. I understand that acceptance for a volunteer position may be contingent upon the completion and review of a criminal background check

Signature _____ Date _____

Thank you for your application to become a volunteer with the Benbrook Public Library. The library depends on volunteers to extend our ability to deliver services and to strengthen our relationship within the community.