

Kingston Frontenac Public Library Volunteer Application

Please Use a Pen to Complete This Form



Please return completed application to:
Anne Hall, care of the Information Desk at the Central Branch at 130 Johnson Street

Questions? Call Anne at 549-8888, ext. 1580, or email her at: ahall@kfpl.ca

Name ^ _____

Address ^ _____ Postal Code ^ _____

Home Phone ^ _____ Work Phone ^ _____ Email ^ _____

Age (if under 18*) ^ _____ Parent/Guardian's Name (please print clearly) ^ _____

** A parent/guardian's permission is required if you are under 16.*

Parent/Guardian's Signature ^ _____

KFPL Library card number ^ _____ Valid ^ _____ / / Expires ^ _____

Friends of the Library membership ^ _____ Valid ^ _____ / / Expires ^ _____

Where would you like to volunteer? _____
1st choice branch ^ 2nd choice ^ 3rd choice ^

Are you volunteering in order to fulfill high school graduation requirements? _____

Would you be willing to use your own vehicle to deliver library materials to shut-ins? _____

How frequently do you wish to volunteer? _____ hours per week _____ days per month

Have you ever volunteered elsewhere? _____ At: _____

How did you hear about volunteer opportunities at KFPL? _____

(continued on next page)

For Office Use Only			
Orientation date _____	at (branch) _____	by (staff member) _____	
Photo taken _____	Temp badge issued _____	Photo badge issued _____	Student agreement signed _____
<p style="text-align: center;">I understand and agree to follow the volunteer rules and procedures established by Kingston Frontenac Public Library.</p>			
Applicant's Signature _____			Date _____

References

Be sure to include complete information about **two (2)** references, preferably from your previous volunteer experience.

1. REFERENCE'S FULL NAME ^

Reference's position / job title / relation to the applicant ^

Telephone ^

Best time to call ^

Reference's organization ^

Reference's mailing address ^

2. REFERENCE'S FULL NAME ^

Reference's position / job title / relation to the applicant ^

Telephone ^

Best time to call ^

Reference's organization ^

Reference's mailing address ^

I hereby give my permission for Kingston Frontenac Public Library to contact any or all of the references above, and for each person listed to release the requested personal information to authorized staff at Kingston Frontenac Public Library.

Applicant's name (please print) ^

Date ^

Applicant's signature ^

Criminal Reference Checks

As of July 2002, all new volunteers are required to provide a Criminal Reference Check at their own expense. The cost will be refunded by the Library after the successful completion of three months of volunteer service.

You need not provide the Criminal Reference Check until after you have been notified that the two references supplied above have been contacted.