**Everett Public Library**  
**Adult Volunteer Application**

Name _____________________________________________    Preferred Pronouns ____________________

Email _____________________________________________     Phone Number _________________________

Desired Volunteer Position(s) (please see volunteer position descriptions below)

□ Library Support Volunteer

□ Program Support Volunteer

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<th><strong>Library Support Volunteer</strong></th>
<th><strong>Program Support Volunteer</strong></th>
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<td>Assist staff with providing a welcoming environment for patrons. Provide operational support and help maintain attractive collections. The responsibilities of each volunteer will vary, depending on interests, skills, and availability. We ask for a three-month commitment. Must be at least 18 years old. Representative tasks include:</td>
<td>Support librarians in providing public outreach and engaging public programming for adults by participating in the representative tasks listed below. Programs and outreach events are scheduled at varying times including weekdays, evenings, and Saturdays. Must be at least 18 years old. Representative tasks include:</td>
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<td>• Dust shelves, straighten books on shelves, and clean books.</td>
<td>• Set up, wipe down, and put away chairs, tables, and supplies.</td>
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<td>• Clean public computer equipment.</td>
<td>• Greet attendees as they arrive and check-in attendees for programs requiring registration.</td>
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<td>• Greet library patrons and direct them to staff for assistance.</td>
<td>• Count the number of program attendees.</td>
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<td>• Sort and organize seeds for the seed library.</td>
<td>• Distribute program materials and supplies including program evaluation forms.</td>
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<td>• Assist in maintaining garden planters.</td>
<td>• Support library staff at outreach events with table and canopy set-up and take-down, distributing flyers and other materials, and greeting people who visit the library table.</td>
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Please list your preferred volunteer duties: __________________________________________________

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Please briefly describe any skills, work history, or volunteer experience relevant to your desired volunteer position: __________________________________________________

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(application continues on back)
Why are you interested in volunteering for Everett Public Library?

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Where would you like to volunteer?

□ Main Library, 2702 Hoyt Ave.
□ Evergreen Branch, 9512 Evergreen Way

Available Times (please highlight or circle)

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Please list any additional details about availability and preferred length of commitment. Minimum volunteer term is three months.

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Signature ___________________________________________________ Date _____________________

Please note: The library’s need for volunteers changes throughout the year, and there may not always be a volunteer position available. The library is not able to accept volunteer applications for court mandated or community service hours. Applications will remain on file. The library will contact successful applications to set up an interview with the library. This application is for adult volunteers ages 18+. Please contact the youth services department at 425-257-8030 for teen volunteer opportunities.