



Quality of community matters

### ADULT VOLUNTEER APPLICATION – Age 19 and older

Please return application to the branch where the applicant wishes to volunteer, **or** return to Terry Wingate, W. Dale Clark – Main Library, 215 S. 15<sup>th</sup> Street, Omaha NE 68102-1629 **or** email to [twingate@omahapubliclibrary.org](mailto:twingate@omahapubliclibrary.org) **or** fax to 402-444-4504

#### Personal Information

Name:		Date of Birth:
<hr/>		
Address:		
<hr/>		
City:	State:	Zip:
<hr/>		
Home Phone:	Cell Phone:	E-mail address:
<hr/>		

#### Employment Information

Current Employer:
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Position/Title:
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Duties include:
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#### Emergency Contact

Name:		Relationship:
<hr/>		
Address:		
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City:	State:	Zip:
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Day Phone:	Evening Phone:	Cell Phone:
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#### Education Information

High School:	Diploma	GED	
Circle highest level of college education completed:	1 2 3 4	5 6 7 8	10 11 12
	Undergraduate	Post-Graduate	Doctorate
Please list all degrees _____			

**Volunteer Information**

I am available:                      Mornings                                      Afternoons                                      Evenings

Circle which days you are available:                      Mon      Tues      Wed      Thurs      Fri      Sat      Sun

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At which location would you like to volunteer? You may check as many as you like, but please number in priority order if choosing more than one.

\_\_\_ W. Dale Clark Library                      \_\_\_ Milton R. Abrahams Branch                      \_\_\_ Benson Branch

\_\_\_ Bess Johnson Elkhorn Branch                      \_\_\_ Florence Branch                      \_\_\_ Millard Branch

\_\_\_ A.V. Sorensen Branch                      \_\_\_ South Omaha Library                      \_\_\_ W. Clarke Swanson Branch

\_\_\_ Charles B. Washington Branch                      \_\_\_ Willa Cather Branch                      \_\_\_ Saddlebrook

Have you ever volunteered before? \_\_\_\_\_ If so, where? \_\_\_\_\_

Brief description of duties \_\_\_\_\_

Please list skills, abilities, or hobbies \_\_\_\_\_

How did you learn about the Library's volunteer program? \_\_\_\_\_

**Background Information**

**References:** As part of the screening and placement process, all volunteers are required to submit two personal references. References must be over 18 years old and should not be members of your immediate family.

1. \_\_\_\_\_

Name	Address	(Phone Number)	Relationship
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2. \_\_\_\_\_

Name	Address	(Phone Number)	Relationship
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Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?

Yes      No      If so, please list \_\_\_\_\_

I, \_\_\_\_\_, do hereby agree to indemnify and hold harmless the City of Omaha for any claims or causes of action that may arise out of performance of my assigned duties. I waive any right of action I have against the City of Omaha in consideration of my participation as a volunteer for the Omaha Public Library.

I acknowledge that there is no salary or other compensation for my services as a volunteer, and, as a volunteer, I will not be covered by Workers' Compensation.

I also understand that in my capacity as an Omaha Public Library volunteer, I may come into contact with confidential information. I agree to protect this information to the best of my abilities as a volunteer and not to divulge it during or after my service has ended.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_