

## Volunteer Application Form

Please fill out this form and leave it with library staff. The Volunteer Coordinator will contact you to discuss your interest in serving the Glendora Public Library:

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

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

City/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please  your age group:

- Youth Volunteer, ages 12 - Jr. High
- High School Volunteer, ages 14-18
- Adult Volunteer, ages 18 or older

Please  areas of interest:

- Adult Literacy (adults only)
- Friends Plaza Book Loft (adults only)
- Youth Services
- Computer Assistance
- Library Programs
- Shelving & Book Care

NOTE: The Glendora Public Library does not accommodate court/attorney appointed community service hours.

## Volunteer Opportunities

The library's needs vary from time to time and volunteer placement may change as needed. Areas in which we can use your talents include:

### Computer Assistance

The Library has computers available for use by patrons. You can share your computer expertise by assisting the public with computer related questions and problem solving.

### Library Programs

The Library participates in and hosts a variety of community programs and cultural events throughout the year.

### Shelving & Book Care

Volunteers assist library staff by shelving returned books and maintaining the order and tidiness on the shelf.

### Summer Reading Club Youth

**Volunteers** (Ages 10 to 18 only-May, June & July) There is a separate application process for the Summer Reading Club Youth Volunteer.

Applications are available in early April of each year. Please check with the Youth Services Department for more details.

### Youth Services

Volunteers assist with children and teen activities during the year. Volunteers who work with children are required to be fingerprinted and have

a background check. This will be arranged for you at no cost.

### Adult Literacy (Adults only)

Adult literacy volunteers are trained to work with adult learners and asked to meet with them for 1 to 1½ hours each week. Tutoring schedule is based on the individual needs of both the learner and tutor. *Tutor training is required.*

### Friends Plaza Book Loft (Adults only)

The CPL Friends Foundation operates a used bookstore on the second floor of the Library. Volunteers help sort through donated books, prepare items for sale and staff the Bookstore during open library hours.

- Fill out the application form to the left.
- Return it to the Glendora Public Library.
- You will receive a phone call from the Volunteer Coordinator to discuss your selected areas of interest.
- If there is a need in that area, then an interview time will be scheduled.
- We request that volunteers commit to a minimum of one to 2 hours a week for at least six months.
- The Library reserves the right to dismiss any volunteer for poor performance, excessive absenteeism or misconduct.
- The Glendora Public Library does not accommodate court/attorney appointed community service hours.

## You Can Make A Difference!

Thank you for your interest in volunteering your time and talents to your community and to the Glendora Public Library.

Volunteers are a valued and vital resource. Your decision to support the Library will make a difference in the quality of service we are able to give the Glendora community.

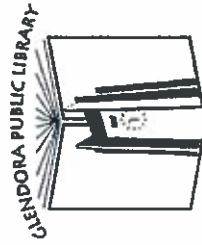
The Library staff looks forward to working with you!



Bonnie Deering  
Volunteer Coordinator

## Glendora Public Library Mission Statement

The Glendora Public Library enriches the community by connecting people to the world of ideas, information and imagination to support their work, education, personal growth and enjoyment. The library stimulates civic involvement and is a symbol of the community's well-being.



### Glendora Public Library Hours

Monday - Wednesday	10:00 am - 8:00 pm
Thursday - Saturday	10:00 am - 5:00 pm
Sunday	Closed

## Glendora Public Library Volunteer Opportunities



## Glendora Public Library

140 S. Glendora Avenue, Glendora, 91741  
(626) 852-4891  
[www.glendoralibrary.org](http://www.glendoralibrary.org)