



## Prospect Heights Public Library District Volunteer Application

**In order to best place you within the library we would appreciate you completing this form.**

<b>Contact Information</b>	
Name	
Street Address	
City, State Zip Code	
Cell Phone	
Home Phone	
Work Phone	
E-Mail Address	
<b>Person to Notify in Case of Emergency</b>	
Name	
Phone number(s)	
Name	
Phone number(s)	
<b>Availability</b>	
Best time to contact you at home is? _____ : _____ AM/PM	
Date available to start:	
Would you like to volunteer on a regularly scheduled basis? _____ (six month minimum requested) OR Would you prefer to be called upon as needed for special projects? _____	
Days and hours available:	
Do you take a vacation during the year and if so, when and for how long are you gone?	
<b>Interest</b>	
Tell us in which areas you are interested in volunteering:	
_____ Behind the scenes	
_____ Directly with patrons	
_____ Let's Talk Tutor, lead one-on-one talks with patrons for whom English is a second language	
_____ High School Tutor, tutor children in grades 1-8	
_____ High School Tech Tutor, tutor adults on technology and social media	
_____ Friends of The Library, assist the Friends Group as needed	
_____ Other (please explain)	

## Previous Volunteer Experience

Summarize your previous volunteer experience.

## Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

## Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	
Signature	
Date	

## Our Policy

**We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.**

**Thank you for completing this application form and for your interest in volunteering.**

**For more information on volunteering at the Library please contact:**

**Alice Johnson Bisanz, Volunteer Services Coordinator at 847-259-9150, Ext. 31,  
[ajbisanz@phpl.info](mailto:ajbisanz@phpl.info)**