



Hood River County Library District Volunteer Application 18 years and older

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email Address: _____

What is the best way to contact you? _____ May we text you at the above number? Yes No

In case of emergency, please notify:

Name: _____ Phone Number: _____ Relation: _____

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What types of things would you like to do as a library volunteer? **See back for full descriptions.**

Library Operations

- Cleaning DVDs and CDs
- Dusting & cleaning
- Holds requests
- Plant watering and care
- Processing returned library materials
- Replacing spine labels
- Search for items
- Shelf reading
- Shelving library materials

- Prepare outreach materials and/or kits

Children's Services

- Assist special event
- Prepare take and make kits

Library Foundation

- Foundation Board
- Feast of Words annual fundraiser committee

Bookmobile Services

- Assist regular route
- Clean, shelf, organize Bookmobile
- Prepare crafts
- Attend special events: Schools, community, parades, etc.

Friends of the Library:

- Book sales
- Processing donated books
- Processing new materials
- Hood River Reads Committee
- The Dirty Book Club
- Entrance Display

Outreach Services

- Assist all ages event in the community

Availability

Please list what days and times you would be available to volunteer.

Please list time available	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mornings						
Afternoons						
Evenings						

By signing below, I agree to abide by the requirements as described in the Volunteer Policy and I will complete the required training and background check for volunteers.

Printed Name: _____ **Signature:** _____ **Date:** _____

Please return the form to the library or email to volunteer@hoodriverlibrary.org. Contact volunteer coordinator at 541-387-7067 with any questions.

Volunteer Opportunities

- **Bookmobile services** – Assist with bookmobile route; clean, shelve, and organize bookmobile; prepare crafts; and attend special events: schools, community, parades, etc.
- **Children's Services** – Assist with library programs and compile take & make kits.
- **Outreach services** – assist with outreach events in the community and prepare outreach materials and kits.
- **Library Operations**
 - **Cleaning DVDs and CDs** – Clean scratched library materials using a special cleaning machine.
 - **Holds Requests** – find patrons' books and process hold requests.
 - **Processing returned library materials** – Check in returned items using our automated computer system.
 - **Replacing Spine Labels** – Replace missing or damaged labels.
 - **Search for items** – search for lost, missing, claims returned and in-transit items on the library shelves.
 - **Shelf reading** – Check to make sure items are in order.
 - **Shelving library materials** – Place items back on the shelves.

The Friends of the Library oversees the following volunteer opportunities

- **Book sales:** sorting, organizing and stocking the sale shelves in the Hood River Library.
- **Processing donated books:** for ongoing sales and for the "free" shelves.
- **Processing new materials:** book covering, taping books, marking audio cds and DVDs. This group meets every Monday (9am to 11am).
- **Hood River Reads:** A massive, annual undertaking with many volunteer opportunities. The program involves an author visit, distribution of hundreds of books, and programs.
- **The Dirty Book Club:** Meets the 3rd Monday (1pm-2:30pm) to clean dirty books.
- **Entrance Display:** Creates fresh displays for the library foyer each month.

The Library Foundation oversees the following volunteer opportunities:

- Library Foundation Board - The Foundation Board meets monthly (except July, August, December) to determine how best to financially support increased quality of service, materials, and technology of our community's libraries, plan for future growth opportunities, and coordinate events such as the annual Feast of Words fundraiser.
- Feast of Words Committee – Plan and host an annual fundraiser which includes food, auction, and much more!

You can also volunteer or contribute to the Library District by becoming involved with the following support groups:

Both groups support the library in many ways ranging from financial support to volunteering time for projects and events. We couldn't operate at our current level without their generous support.

- Friends of the Library, www.hoodriverlibrary.org/friends
- Library Foundation, www.hoodriverlibrary.org/foundation