

# PITTSFORD COMMUNITY LIBRARY

## VOLUNTEER APPLICATION FORM

### HOW TO SUBMIT THIS APPLICATION

1. **Online – Email Form**
2. **Print and mail to:** Pittsford Community Library, 24 State Street, Pittsford, NY 14534 Attn: LBB
3. **Fax to:** (585) 248-6259 Attn: LBB

Thank you for your interest in volunteering at the Pittsford Community Library. We primarily use volunteers to help keep our library in order and neat by shelf reading. Shelf reading entails checking the books to make sure they are in the correct order and straightening the books on the shelves. It requires standing, bending down and comfort with alphabetizing and numerical sequencing. As a volunteer shelf reader, you can come anytime that the library is open and can work for as many or as few hours as you wish. You will get training and there will always be library staff to answer your questions. Occasionally, we may ask you to do other jobs as they are needed.

After submission of this form, a library staff member will contact you to arrange a training time.

Today's Date: \_\_\_\_\_

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

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

Telephone number: \_\_\_\_\_

If shelf reading does not interest you, the Friends of Pittsford Library also utilize volunteers to sort donated books and help with their book sales. Proceeds from the sale help the Library procure special items, collections and programming.

*I would like someone from the Friends to contact me about volunteer opportunities.*

Thank you again for your interest.