

Hello There!

Thank you for your interest in volunteering at Whitehall Public Library. Contributions by patrons like you play a critical role in growing our mission as the community resource for education, exploration, enrichment and enjoyment.

By being a library volunteer you will add your name to a list of those who value teamwork and who understand that a library is used best when it is used most and by many!

Included is a questionnaire that will allow you to decide which task(s) will best suit your interests. Please complete the survey and return it to the library prior to your interview. During your interview, we will determine your hours and responsibilities. I look forward to having you on Team Library! Please contact me with any questions at (412) 882-6622.

Sincerely,

Brandon Taper

Volunteer Coordinator
taperb2@einetnetwork.net

Volunteer Questionnaire

Name _____

Address _____ Zip _____

Phone _____ Email: _____

1.) Please indicate the day(s) and time(s) you would be available to volunteer on a regular basis.

MON TUES WED THURS FRI SAT SUN - Library is only open 12-4 pm
_____ Mornings _____ Afternoons _____ Evening

2.) Which volunteer opportunity or opportunities are you interested in? Please check all that apply.

Program Volunteers:

Our greatest need for volunteer support involves helping with our many library programs!

_____ **Program Set-up and Break-down** - This task might involve lifting and moving chairs and tables

_____ **General Program Assistance** - This might involve greeting patrons, setting up refreshments, and distributing flyers.

_____ **Outreach Programs** - Join the Books and Banter Team! We create a new program each month to be presented at three local assisted living facilities. The team researches different topics, creates games, crafts, puzzles and songs. The program is held the first Wednesday and Thursday afternoon of each month.

_____ **Children's Program Assistance** - Many children's programs involve craft preparation. If you enjoy working with crafts, please consider volunteering!

Organization and Light Cleaning:

_____ **Magazine and Reading Area/Second Chapter Café** - We are looking for volunteers to help keep these well-used areas of the library clean and stocked.

_____ **Family Place Library maintenance** - Our wonderful Family Place is filled with toys and other items that require frequent light cleaning and organization.

Miscellaneous:

_____ **Paging List** - Each morning we need volunteers to pull books and other library materials for pick-up and delivery throughout the county.

_____ **Library Fundraisers and Annual Booksale** - We need volunteer assistance for library fundraisers such as the annual used booksale and craft show.

Signed _____ Date _____