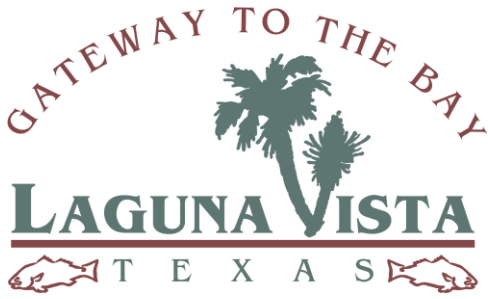


## **LAGUNA VISTA PUBLIC LIBRARY VOLUNTEERS NEEDED**

The Town of Laguna Vista is accepting Volunteer Applications for the Laguna Vista Public Library. Applications can be picked up at city hall, 122 Fernandez Street, Laguna Vista, Texas.

Volunteers are needed for the following:

- 1) Library Board - must reside in the Laguna Vista city limits, and attend one meeting quarterly of every calendar year.
- 2) Cameron County Library System Lay Representative – must reside in the Laguna Vista city limits, and attend one monthly meeting, locations vary throughout Cameron County.
- 3) Cameron County Library Systems Alternate Lay Representative – must reside in the Laguna Vista city limits, and be able to attend monthly meetings when Lay Representative cannot.
- 4) South Texas Library System Lay Representative – must reside in the Laguna Vista city limits, and attend two meetings a year when Lay Representative cannot, can be same person representing Alternate Cameron County Library System.
- 5) Friends of the Laguna Vista Public Library – everyone is invited to participate, looking for someone with law background as we seek non-profit designation.
- 6) Library Volunteers – everyone is invited to participate and help out in any way you can around the library.



# Library

## Volunteer Application

1300 Palm Blvd., Laguna Vista, Texas 78578

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Age 18 or over? Yes: \_\_\_ No: \_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Person to Contact in case of emergency: \_\_\_\_\_ Phone: \_\_\_\_\_

Why do I want to volunteer at the Library?

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Please check any previous experience you have had:

Working with Computer: \_\_\_\_\_ Describe: \_\_\_\_\_

Typing: \_\_\_\_\_ Filing: \_\_\_\_\_ Shelving: \_\_\_\_\_ Story Reading: \_\_\_\_\_

Arts & Crafts: \_\_\_\_\_ Acting: \_\_\_\_\_ Other experience (please list): \_\_\_\_\_

Main Library Hours:

Monday – Thursday	10am to 7pm
Friday	10am to 6pm
Saturday	10am to 6pm
Sunday	Closed

Please list the times you would be available:

Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Thursday: \_\_\_\_\_

Friday: \_\_\_\_\_

Saturday: \_\_\_\_\_

Sunday: \_\_\_\_\_

**Please check all of the activities you would like to volunteer service in:**

*Children's and Young Adult programs:*

- |  |  |
|--|--|
| <input type="checkbox"/> Monitoring crowds | <input type="checkbox"/> Assist set-up and take-down |
| <input type="checkbox"/> Pass out programs | <input type="checkbox"/> Shelve books                |
| <input type="checkbox"/> Arts & Crafts     | <input type="checkbox"/> Shelf reading               |
| <input type="checkbox"/> Read to Children  |  |

*Office Assistance:*

- |   |   |
|---|---|
| <input type="checkbox"/> Photocopying     | <input type="checkbox"/> Assist with special Projects |
| <input type="checkbox"/> Assist with mail | <input type="checkbox"/> Filing                       |

*Technical Service Assistance:*

- |  |                                     |
|--|-------------------------------------|
| <input type="checkbox"/> Book repairs    | <input type="checkbox"/> Data entry |
| <input type="checkbox"/> Book processing | <input type="checkbox"/> Filing     |

*Public Service:*

- |   |   |
|---|---|
| <input type="checkbox"/> Information Desk                 | <input type="checkbox"/> Tours                      |
| <input type="checkbox"/> Assist patrons in locating books | <input type="checkbox"/> Public catalog instruction |

*Adult Programs*

- |  |  |
|--|--|
| <input type="checkbox"/> Computer instruction  | <input type="checkbox"/> Showing Films |
| <input type="checkbox"/> Equipment instruction |  |

*Other activities (Please list):* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Thank you for volunteering your time to the Laguna Vista Public Library System. We appreciate your willingness to contribute to the Library. This application will be processed and someone will contact you as soon as possible. Again, thank you for your continued support.

Please sign, date, and turn this application in to the Reference/Information Desk

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date