



Applicant Name: _____

Indicate those areas of skill/interest which pertain to you.

Mark as many as are applicable. All opportunities do not exist at all times.

Arts/Graphics/Crafts

- art design
- art exhibits/fairs
- calligraphy
- crafts for adults
- cartooning
- displays/bulletin boards
- graphics
- photography

Clerical/Office Work

- answering the phone
- clerical/office work
- filing
- photocopying
- record keeping
- telephoning
- organize and stock book sale racks

Computer Skills

- database searches
- data entry
- desktop publishing
- spreadsheet experience
- word processing

Describe software you can use and indicate level of proficiency:

Communications/Information

- brochure/newsletter
- editing
- public speaking
- video/films
- writing
- translation

Which languages would this apply:

Archives and History

- photocopying
- gathering local history materials
- updating clippings books
- research

General Library Work

- Adopt-a-Shelf (shelf reading)
- material maintenance
- shelving

Miscellaneous

- carpentry skills
- indoor plant care
- outdoor plant care
- painting
- sewing skills
- shopper

Outreach Services

- book sales
- reading to seniors
- reading with children

Program Support

- book discussion group moderator
- entertainer
- animals
- music
- help with Summer Reading Club
 - children
 - teens
 - adults
- help with storytimes
- organize special events
- hospitality at special events
- present an educational/informational program
 - Topic: _____
- teach classes on computer-related topics
 - Topic: _____
- after-school homework assistance
- book buddy