



Volunteer Program

Adult Volunteers

The Boyne District Library has volunteer assignments to fit most schedules. Volunteer Services places volunteers during most operational hours, including weekdays, evenings, and weekends from open to close. Individual schedules vary based on volunteer position, location needs, supervisor availability, and volunteer availability.

Volunteer Services strives to match your skills and interests with Library needs. We also strive to have a diverse volunteer program that reflects our community. Volunteer positions are open to all individuals who meet the qualifications (with or without reasonable accommodation) for each position regardless of race, creed, color, national origin, sex, gender identity, age, religion, veteran status, disability, sexual orientation, or HIV status.

Join our Friends of the Library group: Our Friends group is an integral part of the BDL family! Members help with various fundraising and special events scheduled throughout the year.

Social Media Ambassador: Support the Library by becoming a Social Media Ambassador. Help raise the awareness of BDL on social media while raising our awareness of you--our best supporter!

Special Collections/Archives: Volunteers organize, describe, preserve and promote local history materials. Duties involve archival arrangement and description, research, filing, preservation work ranging from photocopying to more advanced treatments, and data entry.

Special Events (One Time Opportunities): Contact Volunteer Services for full details and to pre-register for an event. Applications are not required for these events. Please let us know if you are under 18 years of age and wish to volunteer for a special event

“Like to Learn” tutoring program: Apply to be an after-school tutor for Boyne City Elementary Students Mondays and Wednesdays 3:30pm-4:30pm

Don't see a volunteer position for you? Contact Volunteer Services and tell us what you want to do. We will see if this potential volunteer position supports the Boyne District Library commitment to our community.

Youth Volunteers

Youth volunteers help staff in various duties around the library. Most youth volunteers traditionally assist the Youth Services librarians with programs and/or program preparation. Duties may include preparing craft and program material, program set-up and take down, supervising and assisting participants during programs, and light clean up. Volunteer duties and positions will vary depending on the time of year.

How do I apply?

Applications are accepted every day of the year as our volunteer opportunities change daily. Stop by the circulation desk and request an application. Or email placec@boynelibrary.org. Please include a copy of your driver's license, Michigan ID Card, or student ID card.

See application next pages.



Volunteer Application

Boyne District Library
201 East Main St.
Boyne City, MI 49712
231-582-7861
info@boynelibrary.org

PERSONAL INFORMATION

Name: _____ Date of Birth: _____

Address: _____ City: _____

State: _____ Zip: _____ Email: _____

Home phone: _____ Cell phone: _____

Parent/Guardian Name: _____

Home phone: _____ Cell phone: _____

Email: _____

Do you require a reasonable accommodation in order to participate in our volunteer program?

Circle one: No Yes, if yes please explain

Are you wishing to fulfill an educational or community service requirement with your volunteer assignment? Circle one: No Yes, if yes please explain:

*****For BDL Purposes*****

Background check? _____ Date: _____ By: _____

Assignment: _____

Notes: _____



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REFERENCES AND BACKGROUND

Please list contact information for two people who are not related to you but know about your skills and abilities:

Reference #1: _____ Phone: _____

Reference #2: _____ Phone: _____

VOLUNTEER PREFERENCES

My volunteer assignment preferences include (check all that apply):

Special Events (One time assignments for usually 2-4 hours)

Short-term projects (Regular commitment, but for a time of not more than 4 weeks.)

Regular commitment, circle one: Weekly Monthly

Social Media Ambassador

Special Collections/Archives

"Like to Learn" Tutoring Program

Other: (please describe) _____

CONSENT

I understand my application is contingent upon completion of the application process and criminal background check. I understand that submission of an application does not guarantee an assignment. If an assignment is found, I understand that I will not be entitled to compensation for any service I provide.

Signature: _____ Date: _____

Printed name: _____