

# Friends of the Library - Volunteer Application Form

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip code \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Birth Date \_\_\_\_\_

Have you been convicted or plead guilty to a felony or misdemeanor? (Do not include minor traffic violations.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Yes, Briefly Describe...		

Please read the attached [Volunteer Agreement & Waiver](#), then sign below if you agree to the terms within.

I agree to the terms and conditions as they are listed in the Volunteer Agreement & Waiver.	<input type="checkbox"/>
I certify that the information contained in this application is true, complete, and correct. I understand that misstatements, misrepresentations, or omissions of facts may be cause for rejection of this application or removal from the volunteer program.	<input type="checkbox"/>
I affirm that I am not a bookseller, and my reason for volunteering with the Friends of Salina Public Library is to support the Friends in their mission to support the Salina Public Library. I understand that being a bookseller AND volunteering with the Friends of Salina Public Library would be a conflict of interest.	<input type="checkbox"/>

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Friends of the Salina Public Library Volunteer Agreement & Waiver

### 1. Volunteer Role & Expectations

As a Friends of the Library volunteer, I agree to:

- Support the mission and values of the Friends and the Library.
- Perform volunteer duties responsibly, safely, and respectfully.
- Follow all policies, procedures, and instructions provided by Friends leadership or Library staff.
- Maintain confidentiality of any sensitive information encountered during volunteer service.
- Arrive on time or notify the appropriate contact if I am unable to attend a scheduled shift.
- Be appropriately dressed: wear neat, clean, and appropriate clothing that is comfortable for physical tasks. Closed-toe shoes are required for safety. Clothing with offensive or inappropriate images or wording is not permitted.
- Stay home if you are ill.
- A background check if required.

### 2. Volunteer Status

I understand and agree that:

- I am serving as a volunteer and not an employee of the Friends or the Library.
- I am not entitled to wages, benefits, workers' compensation coverage, or other forms of compensation for volunteer service.
- Either party may end this volunteer relationship at any time.

### 3. Safety Requirements

I agree to:

- Follow all safety instructions during volunteer activities.
- Use tools, equipment, and materials only as directed.
- Immediately report injuries, unsafe conditions, or concerns to Friends leadership, Library Director, Library Assistant Director or Security.

### 4. Liability Waiver & Release

In consideration of being allowed to volunteer:

I voluntarily assume all risks associated with participation in volunteer activities, including lifting, bending, handling books or materials, moving equipment, or participating in fundraising and event activities.

I hereby release, waive, and hold harmless the Friends of the Library, the Salina Public Library, their officers, employees, board members, and agents from any and all claims, liabilities, or damages arising out of or connected to my volunteer service, except when caused by gross negligence or intentional misconduct.

### 5. Code of Conduct

I agree to:

- Treat Library staff, Friends members, other volunteers, and the public with courtesy and respect.
- Refrain from disruptive, unsafe, discriminatory, or harassing behavior.
- Respect Library property and volunteer workspace.