

# SCHEDULING VOLUNTEER TIME

The library's hours are listed below. Most of our volunteers work one to two hours every other week, but other schedules can be arranged. Please note, however, that the library needs to place volunteers on days and times when their assistance will be most valuable to the library.

## HOURS

Monday:	9:30 a.m. to 8:00 p.m.
Tuesday:	9:30 a.m. to 8:00 p.m.
Wednesday:	9:30 a.m. to 5:00 p.m.
Thursday:	9:30 a.m. to 5:00 p.m.
Friday:	9:30 a.m. to 5:00 p.m.
Saturday:	9:30 a.m. to 5:00 p.m.
Sunday:	CLOSED

## HOLIDAY CLOSINGS

The Murrysville Community Library will be closed on the following holidays:

New Year's Eve	Fourth of July
New Year's Day	Labor Day
Good Friday	Thanksgiving
Easter Sunday	Christmas Eve
Memorial Day	Christmas Day



MURRYSVILLE  
COMMUNITY  
**LIBRARY**  
*Endless Possibilities.*

# VOLUNTEER PROGRAM

4130 Sardis Road  
Murrysville, PA 15668  
Phone: 724-327-1102

Web Address:  
[www.murrysvillelibrary.org](http://www.murrysvillelibrary.org)

# MAKE A DIFFERENCE

The Murrysville Community Library welcomes volunteers to help the library inspire ideas, enrich lives, and create lifelong opportunities for learning, literacy and enjoyment.

## ADULT VOLUNTEERS MAY:

- Adopt-a-Shelf to help keep library material in the correct order.
- Work the front desk
- Shelf returned library materials.
- Process/clean library materials.
- Deliver library materials to homebound patrons through the Outreach Program.
- Assist at library programs and events.

## JUNIOR VOLUNTEERS MAY:

- Shelf returned library materials.
- Assist the staff in keeping the library materials in order.
- Help the Youth Services Department.
- Assist at library programs and events.

## BENEFITS INCLUDE:

- Ten (10) day grace period before overdue fines accrue on your library account.
- Priority consideration when applying for a paid Library Page position.

## TO APPLY:

- Return this completed form to the front desk. The Volunteer Coordinator will contact you to set up an interview and collect copies of your clearances.
- PA Child Abuse History Certification, PA State Police Background Check, and FBI Fingerprint Background Clearance are required.

## Murrysville Community Library Volunteer Application Form

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

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### I would like to become a(n):

- Adult Volunteer (Ages 18 and older)
- Long Term Junior Volunteer (Ages 14-17, requires parental permission)
- Short Term Junior Volunteer (Ages 14-17, requires parental permission)

### All applicants, in case of emergency please notify:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

### *Junior Volunteer applicants only:*

*Birthdate:* \_\_\_\_\_ *School & grade level:* \_\_\_\_\_

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### What days/hours are you available to volunteer?

\_\_\_\_\_

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