

HOW VOLUNTEERS HELP

Volunteers are an essential part of the Joseph T. Simpson Public Library team, assisting with a number of important tasks every day.

Returning library materials to their proper location on the shelves is the primary task with which volunteers assist us. With circulation of well over half a million items annually, we couldn't manage all of the shelving without our volunteers!

Benefits of Volunteering Include

- Meeting New People and Working as Part of a Team.
- Giving Back to the Community
- Gaining Satisfaction From Your Accomplishments
- Learning/Developing New Skills
- Increasing Both Physical and Mental Health

Place
Stamp
Here

Volunteer Coordinator
Joseph T. Simpson
Public Library
16 N Walnut St
Mechanicsburg, PA 17055

Joseph T. Simpson Public Library
Volunteer Coordinator Ashley Overdorff
717-766-0171, ext. 228
aoverdorff@ccpa.net

Library Director Sue Erdman
717-766-0171, ext. 233
serdman@ccpa.net

Joseph T. Simpson Public Library Volunteer Opportunities

A member of the
Cumberland County Library System

HOURS

MONDAY - THURSDAY	10-9
FRIDAY	10-5
SATURDAY	10-5
SUNDAY	1-5

(Changes for the summer)

SATURDAY—JUNE—LABOR DAY	10-2
SUNDAY—MEMORIAL DAY WEEKEND- THROUGH LABOR DAY	CLOSED

16 North Walnut Street
Mechanicsburg, PA 17055
(717) 766-0171
www.simpsonlibrary.org



WHEN CAN YOU WORK?

Which days / hours are you available to volunteer? We ask that you commit to at least two hours of service per week for at least three consecutive months.

Check all that apply:

- Weekdays
 Saturday
 Sunday afternoon
- Morning
 Afternoon
 Evening

Special skills or talents that you feel would be of use to the library:

The Joseph T. Simpson Public Library will consider your request and will call you within seven days.

Placements are made according to current library needs. If a vacancy is not currently available, your application will be kept on file for three months should a future vacancy occur.

Thank you for your interest in volunteering at the Joseph T. Simpson Public Library.

APPLICATION

Today's Date: _____

Name: _____

Address: _____

Home Phone: _____

Email: _____

Are you a student? Yes No

If yes, what school do you attend?

Current Employer and Occupation:

In Case of Emergency, notify:

Name: _____

Relationship: _____

Phone: _____

Your Signature: _____
(If under 18, parent/guardian signature required.)

Parent/guardian signature:

AREAS OF INTEREST

From the list below, indicate your areas of interest.

_____ **Collection Care** (Returns materials to their proper locations on the shelves. **This is the library's biggest need**)

_____ **Shelf Reading** (Maintains shelf order by "reading" the shelves to ensure they are in correct order)

_____ **Holds** (Prepares requested items for pick-up)

_____ **Bulletin Board Artist** (Creates eye-catching bulletin boards to publicize the library's programs and services)

_____ **Book Guardian** (Repairs damaged books and prepares new books)

_____ **Landscape Gardener** (Keeps the library's grounds neat; waters and trims outdoor plants)

_____ On-Call for special projects

APPLICANTS MUST BE AT LEAST 13 YEARS OF AGE. If you are between 13 and 17 years old, a parent or guardian's signature on this application is required.

Recent changes to Pennsylvania law make background checks mandatory for all volunteers 18 and older.