



Volunteer with us at the Wood Buffalo Regional Library

Wood Buffalo Regional Library is looking for a dedicated and caring individual who is interested in serving homebound patrons in the community.

Homebound Services Volunteer - Community Services Department

Time Commitment and Schedule:

- Commitment of 8-10hrs every month; Monday – Friday, between 8:30am-4:30pm

Duties and Responsibilities:

- Pick up and deliver library materials to patrons living within the Fort McMurray area who are unable to visit the library (i.e. the Rotary Club).
- Preparing, retrieving and organizing materials based on patron preference under the guidance of the Homebound Coordinator.

Skills and Qualifications:

- Must be 18yrs+, received High School diploma
- Mature, reliable, and able to work independently
- Physically able to deliver library materials, such as books, DVDs, etc.
- Good communication skills; strong initiative
- A commitment to, and genuine interest in serving the reading needs of older adults/persons with disabilities.

Additional Requirements:

- The successful candidate will be required to provide a Vulnerable Sectors Check conducted by the RCMP (at the cost of the WBRL)
- Reliable vehicle with Class 5 Driver's License

Please be advised, all volunteer positions with the WBRL require a Vulnerable Sector Check from the RCMP. Selected candidates will receive a Vulnerable Sector Letter from the WBRL to have the \$15 fee waived.

Application forms can be found online at wbrl.ca/about/volunteers or at the Circulation Services Desk on the Main Floor of the Library.

For more information, or if you have any further questions, please contact Calvin – Volunteer Coordinator at calvin.pitt@wbrl.ca or 780-743-7806.



**Wood Buffalo Regional Library
Volunteer Application Form**

**Homebound Services Volunteer (18yrs+)
Community Services Department**

Requirements: 4hrs every 2 weeks, Monday – Friday between 8:30am-4:30pm.

Please print clearly.

1. Name: _____
2. Address: _____
City: _____ Postal Code: _____
3. Telephone #: _____ Cell #: _____
4. Email address: _____
5. Gender: Male Female
6. Emergency Contact: _____ Contact #: _____
7. What do you think you will gain from volunteering with the Wood Buffalo Regional Library?

8. Past volunteer experience: _____

9. Hours and days of the week you are available: _____

10. Date available to start: _____
Signature: _____ Date: _____

Thank you for applying as a volunteer with the Wood Buffalo Regional Library. We appreciate the interest of all applicants; however, only those who meet the required qualifications will be contacted.

Please be advised, all volunteer positions with the Wood Buffalo Regional Library require a Vulnerable Sectors Check from the RCMP. Candidates that are selected will receive a Vulnerable Sectors Letter from the Wood Buffalo Regional Library to have the \$15 fee waived.

This personal information is being collected under authority of the Libraries Act and will be used to contact applicants when volunteer opportunities arise. The information collected is protected by the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions about the collection of this information, contact our FOIP Coordinator at 780-743-7800.

Updated November 2017