



# Adult Volunteer Application Form

## Personal Information

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

Address \_\_\_\_\_

Telephone (H) \_\_\_\_\_ (M) \_\_\_\_\_

### REFERENCES

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Contact No./Email \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Contact No./Email \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Contact No./Email \_\_\_\_\_

## Occupation and/or Education

☐ High School Graduate ☐ Associate's Degree ☐ Bachelor's Degree ☐ Master's Degree

☐ Doctorate Degree ☐ Other: \_\_\_\_\_

## Areas of Interest

Reason(s) for volunteering: ☐ Personal interest ☐ Permanent residency requirement

☐ Work experience ☐ Court-ordered community service ☐ Service organisation requirement

☐ Other (explain): \_\_\_\_\_

Ideal task/duties (check all that apply):

☐ Book shelving ☐ Book covering ☐ Event assistance ☐ Miscellaneous tasks

Ideal district library/libraries (check all that apply):

☐ Bodden Town ☐ Cayman Brac ☐ East End ☐ George Town ☐ North Side ☐ West Bay

*Please indicate the hours you are available each day:*

Mon: \_\_\_\_\_ to \_\_\_\_\_ Thu: \_\_\_\_\_ to \_\_\_\_\_

Tue: \_\_\_\_\_ to \_\_\_\_\_ Fri: \_\_\_\_\_ to \_\_\_\_\_

Wed: \_\_\_\_\_ to \_\_\_\_\_ Sat: \_\_\_\_\_ to \_\_\_\_\_

## Background

**Note:** A conviction record or pending arrest does not constitute an automatic bar to participation and will be considered only if there is a substantial relationship to the circumstances of the particular position or if the Legal Department of the Cayman Islands deems there is a bona fide occupational qualification inherent in the position which requires this information prior to a volunteer assignment.

## Waiver

The undersigned does hereby agree to fully release, indemnify, defend and hold harmless the Country of the Cayman Islands, the Cayman Islands Public Library and any of their officers, officials, employees, agents and the like from and against any and all liability, loss damage, expense or costs (including attorney's fees) arising in any way out of my volunteer activities except where such liability results from the sole negligence or willful misconduct of the Government of the Cayman Islands or the Cayman Islands Public Library.

PLEASE NOTE: The Government of the Cayman Islands and the Cayman Islands Public Library Service (CIPLS) do not provide insurance for volunteers.

I also understand that the CIPLS is a smoke-free, drug free and alcohol-free environment and I will not provide any volunteer services if under the influence of alcohol or illegal drugs. I am aware that a criminal background check will/may be run from the information I have provided on the front of this form.

I understand that all library users have a legal right to privacy. Any and all information pertaining to anyone's use of the Cayman Islands Public Library will be held as strictly confidential.

**THE UNDERSIGNED HAS READ THIS DOCUMENT IN ITS ENTIRETY AND UNDERSTANDS THAT CERTAIN LEGAL RIGHTS ARE OR MAY BE FORFEITED BY VOLUNTARILY SIGNING THIS AGREEMENT BELOW.**

\_\_\_\_\_  
Name/Signature

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

dd mm yyyy

For Staff Use Only

Date received: \_\_\_\_/\_\_\_\_/\_\_\_\_  
dd mm yyyy

Received by: \_\_\_\_\_



## Membership

It is required that applicants for membership are Caymanian citizens or permanent residents, status or work permit holders. Dependents (including children) must be also covered by a guardian holding one of the above.

## Code of Conduct

We encourage a library service that is a pleasant, orderly and safe for purposes of leisure reading, learning or study; any act by an individual that disrupts or ignores this requirement, may result in loss of library privileges, including access, under the **Cayman Islands Public Library Law (1998 Revised)** until further notice.

### **Prohibited activities include:**

Smoking or the use of tobacco products when on library property.

1. Using or being under the influence of alcohol or drugs when on library property.
2. Sleeping in the Library.
3. Solicitation or sale of any item, article, service, food or product of any kind whatsoever, unless approved by the Library.
4. Running inside the Library.
5. Purposely rearranging library materials or furniture.
6. Littering on Library property, or in any way defacing or vandalizing Library property.
7. Stealing, defacing, vandalizing or in any other way tampering with Library materials.
8. Engaging in conduct that violates Cayman Islands Law.
9. Loitering in the library building or on library property, including the parking lots.
10. Displaying or using language or gestures that a reasonable person would find inappropriate for use in a public library.
11. Sending, receiving, or displaying on library or personal computer screens any text or graphics that may reasonably be construed to be obscene or offensive to other patrons or to staff.
12. Engaging in any other behavior disturbing to library patrons or staff, endangering or harassing other persons, or preventing use of or damaging physical property.