

**PUEBLO CITY-COUNTY LIBRARY DISTRICT**  
**VOLUNTEER APPLICATION**

Please return to: Volunteer Coordinator,  
100 E. Abriendo Ave., Pueblo, CO. 81004-4232

Please print clearly and complete all sections. Applicants must be at least 18 years of age.

NAME: Donna Mack DATE: 8/15/17

ADDRESS: 2105 N Greenwood CITY: Pueblo STATE: CO ZIP: 81003

HOW LONG AT ADDRESS 14 yrs

LIST PREVIOUS ADDRESS(ES) IF NOT LONGER THAN 7 YEARS

Alaska, 99603 part of the year We also reside at 3141 Lake Street Homery

HOME PHONE: 719-214-3824 WORK PHONE: NA EMAIL: onepeople43@hotmail.com

**EDUCATION:**

- Elementary
- Middle School
- High School
- Certificate
- Associate's Degree
- Bachelor's Degree
- Master's Degree
- PhD
- Other

**SPECIAL QUALIFICATIONS OR SKILLS:** MA in creative writing. I believe your library has a copy of my novel. I have taken courses in teaching English to a foreign speaker - but never done it. I have traveled extensively in Latin America

**WORK EXPERIENCE:**

Last or present position: NA  
Employer \_\_\_\_\_ Position \_\_\_\_\_ City & State \_\_\_\_\_

Previous position: NA  
Employer \_\_\_\_\_ Position \_\_\_\_\_ City & State \_\_\_\_\_

**REFERENCES:**

Sally Lincoln

Name ~~Robert Mack~~ Phone 719-242-6829 Relationship friend

Name Yoli Butler Phone 545-9000 Relationship "

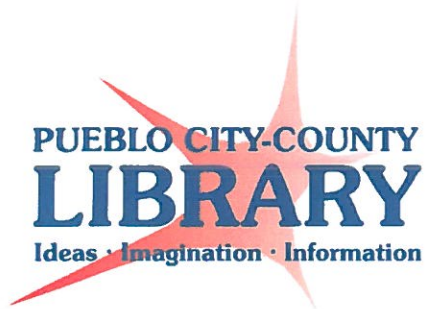
Name Leslie Cates Phone 542-2542 Relationship "

**HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE:** no

If yes please explain \_\_\_\_\_

**IN CASE OF EMERGENCY PLEASE CONTACT:** Robert Mack

PHONE: 214-16444 RELATIONSHIP: husband



# Pueblo City-County Library District Volunteer Agreement

**As a volunteer, I agree to uphold the following rules:**

- Fulfill the duties outlined in my assignment in a professional manner, not taking on the duties of staff.
- Notifying my department as soon as possible when I am sick or unable to make a volunteer shift.
- Complying with established Library District rules, procedures and practices, dress code and behaving in an appropriate, businesslike manner in the library at all times.
- Taking pride in the role of being a PCCLD Volunteer by serving the community in a friendly and respectful manner.
- Contributing to a mutually cooperative working relationship with staff and other volunteers.

**CONFIDENTIALITY AGREEMENT**

Due to recent events and the passage of various pieces of legislation, it is important that all volunteers understand the legal basis for the confidentiality of customer records.

The Colorado Revised Statutes, section 24-90-119, states:

A publicly supported library shall not disclose any record or other information which identifies a person as having requested or obtained specific materials or service or as otherwise having used the library.

**All volunteers are advised not to discuss or provide any information about library customers to anyone other than library staff & the customers themselves. If you are asked to do so, please inform a library manager.**

Volunteer:           *Donna Mack*           Date:           8/18/17          

PCCLD Volunteer Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_