



## ADULT VOLUNTEER REGISTRATION FORM

Bldg. 7, Gold & Diamond Park, Dubai | Tel: 04 321 3939

Email: admin@theoldlibrary.ae / adultvolunteer@theoldlibrary.ae

The Old Library takes pride in being the only library in Dubai that is fully run by Volunteers. If you can offer a high level of commitment, flexibility, and willingness to work as part of our team of 50+ volunteers, you have come to the right place.

### Requirements:

- Must be a member of the library in good standing.
- Good command of spoken English, to be able to deal efficiently with our members.
- Available for duties over at least the next 6 months or longer.
- Friendly, welcoming, a good sense of humor, hard-working.
- Confidence and good computer skills.
- Enjoy reading, have fair knowledge of books

### Training:

- Orientation Session – 1 hour
- On-the-job Training – 4 sessions of 4 hours each (should complete within 1 month)

### Work:

- Once trained, volunteers join the Roster and work a minimum of one shift per week.
- AM shift 10am – 2pm; PM shift 2pm – 6pm; Monday – Saturday

If you think you meet with our requirements, kindly fill in the information below and hand the form to a library volunteer. You could also fill, sign, scan and email it to us. You will be contacted when there is availability.

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First Name: ..... Surname: .....

Membership Number: ..... Mob #: .....

Email ID: .....

Address:.....

What skills and expertise can you offer to the library? .....

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Are you able to work.

### Weekdays:

Mon – Fri: Yes / No

Preferred Day of the week:.....Preferred shift: AM / PM

Saturdays: Yes / No

Preferred shift: AM / PM

**Sundays: Yes / No**

**Preferred shift: AM / PM**

Signature.....

Date.....