



Friends of Poughkeepsie Public Library District (FPPLD)

Bookstore/Warehouse Volunteer Questionnaire

I am interested in volunteering at the PPLD Friends' Bookstore and/or Warehouse space, both of which is located at the Boardman Rd. Branch Library in the town of Poughkeepsie.

Name: _____

Email address: _____

Phone (home): _____ (cell): _____

In order to best fit my interests/expertise with the needs of the bookstore and warehouse, I would be interested in working in the following area(s):

BOOKSTORE:

- Greeting/helping customers
- Cashiering
- Organizing, shelving, alphabetizing, culling, etc. books on shelves. I have a particular interest/expertise in the following area(s) _____ (e.g., children's books, literature, cookbooks, history, etc.)
- Scheduling bookstore workers
- Cleaning the bookstore
- Helping with publicity for the bookstore
- Assisting with bookstore mini-sales
- Planning for/assisting with bookstore activities

SORTING, WAREHOUSE, ETC.

- Sorting donated books and media into designated categories
- Handling recyclables (cardboard, discarded books, etc.)
- Picking up book donations from donors' homes
- Cleaning warehouse space

INTERNET BOOK SALES

- Assisting with internet sales
- Packing and mailing books sold on the internet

OTHER

- Identifying and reaching out to community organizations to which unsold books are donated (e.g., Family Partnership, Veterans' Hospital, etc.)
- Delivering books to above organizations
- I am interested in helping out, but do not have a specific preference at this time

AVAILABILITY (Note: At this time most activities are expected to occur in the daytime)

I would probably be available _____ hours per week/month (circle one).

I would probably be available _____ weekdays and/or _____ weekends (check)

COMMENTS:

Please return the questionnaire to the Friends of the PPLD Book Store located at 141 Boardman Rd (entrance is behind the Library under the blue awning) Poughkeepsie, NY 12603. The Book Store is open Tuesday, Thursday and Saturday from 10 A.M. to 4 P.M. and follows the PPLD holiday closing calendar. Thank you for your interest!