

Ainsworth Public Library

P.O. Box 236

Williamstown, VT 05679

Youth Volunteer Application

Personal Information:

Name: _____

Address: _____

Email: _____ Phone: _____

In Case of emergency contact: (Name) _____

Telephone: _____ Relationship: _____

You must be 10 or more to volunteer. Age if under 18: _____ Volunteers under 18 must have a parent/guardian complete the below consent section of the application.

_____ has permission to participate in the Ainsworth Public Library's Youth Volunteer Program for a maximum of _____ hours per week. If you need to reach me, my phone number is _____.

Please check one:

The applicant has permission to leave the library on their own

I will pick up the applicant

The applicant can be picked up by the following people:

Parent/Guardian Signature _____

Date _____

Please print Name: _____ Phone: _____ Email: _____

Volunteer Interests:

What is your favorite subject in school/homeschool? _____

What extracurricular activities do you enjoy? _____

Do you play an instrument? _____ If yes, which one(s) _____

Do you have a cool hobby? Please tell us! _____

Please list any experience you've had with children.

I would be interested in (Check volunteer assignments below. Check all that apply.):

- Storytime Assistant (Wednesdays 930 -1130)
- Help with Youth Programming
- Summer Programming There is another form to fill out. (May-August)
- Helping with assignments at the library (shelf reading, putting books away, etc.)
- Other _____

What do you like most about working with youth? _____

What ages do you like to work with the most? _____

Why? _____

Occupation/Education

Highest Grade Completed: _____

Current/Former Occupation: _____

Current Employer: _____

Are you a student? Yes No

Please circle: Do you know how to use the computer? Yes No

The Internet? Yes No

Word? Yes No

Microsoft Excel? Yes No

Facebook? Yes No Blogging? Yes No

What language(s) other than English do you speak and/ or write with fluency?

What special interests and/or skills do you have that may help in the volunteering?

Volunteer Experience Please describe any previous volunteer experience:

Do you need proof of volunteer hours for school credit? Yes No How many hours do you need to fulfill total? _____

Please provide a reference: __ Personal or __ Professional

Name: (First and Last) _____ Phone _____

Please drop off application at the Ainsworth Library or drop it in the mail: P.O. Box 236
Williamstown, VT 05679

For Librarian Only: Interview Date: _____ Accepted YES

NO Start Date: _____ Assignment: _____ Comments: _____

Teen Volunteer Program Policies
(Please sign and return with your application)

- A signed application is required before participation.
- Volunteers are responsible for keeping track of their own schedules and commitments.
- Schedule changes **MUST** be done at least **TWO WEEKS** in advance.
- In case of illness or emergency, please contact the library ASAP.
- Please dress appropriately when you come to work: clean clothes without holes or inappropriate slogans, no bare midriffs, no swimwear and you must have shoes.
- While at the library you are here for the kids. Please keep socializing to a minimum.
- Punctuality is very important. Please call if you will be more than 10 minutes late.
- We count on you to help run our programs. No shows are unacceptable.
- Students are required to wear a nametag when working.
- The Librarian will be in charge of all events. If she is unavailable, another adult will be there to help.
- At no time will harassment, abusive language or negative behavior from or toward program participants be allowed. Any problems should be immediately reported to the adult in charge.
- Any volunteer who complies with all policies are encouraged to ask the Librarian for a letter of recommendation.
- Programming is about sharing knowledge, being creative and having FUN! Please bring a smile and a positive attitude.
- Please understand, while at work, cell phone and computer use are limited. We need your focus to be on the kids.
- If you are earning school credit for your volunteer work, please make sure you speak with your guidance counselor to make sure you have filled out all the proper paperwork.
- Volunteers are required to submit a signed copy of these policies with their application.

I have read and understand all of the above policies:

Signature

Date

Please print your name: _____

Teen Volunteer Program Policies (Your Copy)

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