



St. Joseph Public Library

# Teen Volunteer Sign-Up

East Hills Library - Summer 2017

NAME: \_\_\_\_\_ AGE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

PARENT NAME: \_\_\_\_\_ PARENT PHONE: \_\_\_\_\_

I give permission for my son/daughter to volunteer at SJPL. I will not hold the library responsible for any injury or illness that may occur while my child is volunteering.

PARENT SIGNATURE: \_\_\_\_\_

Please return this form to the East Hills Library's Circulation Desk by May 12. Applications will be reviewed by library staff and volunteers accepted for summer 2017 will be contacted by May 19.

## Volunteer Questionnaire

Please answer the following questions honestly. This will help us match our volunteers to programs and tasks for which they would be best suited.

Please check any statements that apply to you:

- |  |   |
|--|---|
| <input type="checkbox"/> I am creative                         | <input type="checkbox"/> I like to work with children         |
| <input type="checkbox"/> I like to do craft projects           | <input type="checkbox"/> I follow directions well             |
| <input type="checkbox"/> I am outgoing                         | <input type="checkbox"/> I have experience taking photos      |
| <input type="checkbox"/> I am quiet/shy                        | <input type="checkbox"/> I pay attention to details           |
| <input type="checkbox"/> I am friendly                         | <input type="checkbox"/> I know my way around the library     |
| <input type="checkbox"/> I know how to use the library catalog | <input type="checkbox"/> I like things neat and tidy          |
| <input type="checkbox"/> I like to draw/color/paint            | <input type="checkbox"/> I need to keep busy all the time     |
| <input type="checkbox"/> I get bored easily                    | <input type="checkbox"/> I am always coming up with new ideas |
| <input type="checkbox"/> I finish everything that I start      | <input type="checkbox"/> I like to act/perform                |

What kind of books do you like? \_\_\_\_\_

What other interests/hobbies do you have? \_\_\_\_\_

What extracurricular activities (sports, clubs, etc.) are you involved in? \_\_\_\_\_

Have you volunteered at the St. Joseph Public Library before?  Yes  No

Do you have any other volunteer or job experience? \_\_\_\_\_

Why do you want to volunteer at the St. Joseph Public Library? \_\_\_\_\_

# Volunteer Schedule

Below is a list of times that we will need volunteers to help work the Summer Reading Program table. This position requires interaction with children and families, entering information on a spreadsheet, and tracking reading log entries. Please indicate the days and times you are able to help with on a regular basis (meaning you can cover 6+ weeks throughout the Summer Reading Program).

- The Summer Reading Program runs from May 30<sup>th</sup> through July 30<sup>th</sup>.
- The library will be closed on May 29<sup>th</sup> and July 4<sup>th</sup>.
- Additional opportunities to volunteer are available after July 30<sup>th</sup>.

\_\_\_ Mondays 9:00 - Noon  
\_\_\_ Mondays Noon – 3PM  
\_\_\_ Mondays 3PM – 6PM  
\_\_\_ Mondays 6PM – 9PM

\_\_\_ Tuesdays 9:00 - Noon  
\_\_\_ Tuesdays Noon – 3PM  
\_\_\_ Tuesdays 3PM – 6PM  
\_\_\_ Tuesdays 6PM – 9PM

\_\_\_ Wednesdays 9:00 - Noon  
\_\_\_ Wednesdays Noon – 3PM  
\_\_\_ Wednesdays 3PM – 6PM  
\_\_\_ Wednesdays 6PM – 9PM

\_\_\_ Thursdays 9:00 - Noon  
\_\_\_ Thursdays Noon – 3PM  
\_\_\_ Thursdays 3PM – 6PM  
\_\_\_ Thursdays 6PM – 9PM

\_\_\_ Fridays 9:00 - Noon  
\_\_\_ Fridays Noon – 3PM  
\_\_\_ Fridays 3PM – 5PM

\_\_\_ Saturdays 9:00 - Noon  
\_\_\_ Saturdays Noon – 3PM  
\_\_\_ Saturdays 3PM – 5PM

Total number of shifts you would like to work per week: \_\_\_\_\_

If there are specific dates/times that you know you will **not** be able to volunteer (vacations, camps, lessons, etc.), please write those below.

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If there are specific days and times that you are available to work that are not listed above, please write them below. (For example, if you can work 10:30 to 2:30 on Tuesdays but not 9 to Noon.)

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**St. Joseph Public Library**  
East Hills Library  
502 N. Woodbine Rd.  
236-2136