

SUMMER VOLUNTEER APPLICATION

(Must be at least 14 yrs old*)

All volunteers under the age of 16 must have this form signed by a legal guardian *AND Working papers* on file BEFORE volunteering at the public library.

*Federal Labor Law requires volunteers to be at least 14 years old.

Address Phone Number:	Age:
	Is this your email? Your parent's?
Signature:	Date:

Can You Make A Time Commitment? It is essential that you can commit to a work schedule and be here regularly. We depend on our volunteers to be here when they say to do jobs we have waiting for them. ** TRAINING WILL BE PROVIDED BY STAFF on Thursday, June 1, 4-5pm. If you cannot attend on that date, please let the Children's Librarian know so she can schedule something with you. If there are dates you know you will not be available to work please tell us ahead of time or as soon as possible on the day of so we can plan accordingly.

Please check boxes of shifts you would be available to work on so staff can pick from them when making the summer work schedule. Thank you.

	10-12Noon	12-2pm	2-4pm	4-6pm	6-8pm
MONDAY					
TUESDAY					6-7pm
WEDNESDAY					6-8pm
THURSDAY					6-7pm
FRIDAY					
SATURDAY		·	2-3pm		

*Students under 16 yrs old must have working papers from the SAU office in order to volunteer. Packets are available at the Library, and can be signed by a parent of the SAU office.

It is your responsibility to track your hours and have library staff initial them. You must sign in when you arrive and sign out with a staff member at the end of your shift. The library will not be responsible for tracking your hours should you forget to check in or leave without checking out. This form will be in a binder behind the circulation desk with all current volunteer forms in alphabetical order by last name.

<u>Date</u>	Time In	- <u>Time Out</u>	= Tota	l Hours	Volunteer's Init	ials Staff Initials
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