

TEEN SUMMER VOLUNTEER APPLICATION



Please have your Application & Availability returned to the library no later than **JUNE 24th, 2022!**

The Teen Summer Volunteer Meeting will be on **FRIDAY JULY 1st, 12PM – 2PM.**

Last Name: _____ First: _____ Middle Initial: _____

Street address: _____ City, State, Zip: _____

Phone Number: _____ E-mail address: _____

Preferred Contact Method (phone or email): _____ Date of Birth: _____ Age: _____

Grade (MUST BE 7TH GRADE AND UP): _____ School Name: _____

EMERGENCY CONTACTS

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

I, _____, hereby agree that I will read and follow the Coventry Public Library's volunteer expectations explained via the Guidelines & F.A.Q. provided, as well as what is explained to me at the Teen Volunteer Meeting on **Friday July 1st @ 12:00pm to 2:00pm** prior to the beginning of the Summer Reading Program.

Your Signature: _____ Date: _____

Parent/Guardian Signature: _____

*** PLEASE DROP FORM OFF AT THE LIBRARY TO THE TEEN LIBRARIAN KYLIE OR EMAIL THE COMPLETED FORM TO: kwoodmansee@coventrylibrary.org ***

SUMMER READING VOLUNTEER CONTRACT

Thank you for your interest in volunteering at Coventry Public Library this summer. Please read the following contract and sign, along with a parent or guardian, at the bottom.

- I will report for my scheduled volunteer hours on time as defined by my schedule given at the volunteer meetup on Friday July 1st, 12pm-2pm. If I am unable to volunteer, I will contact the library by phone (401-822-9462) or email (kwoodmansee@coventrylibrary.org).
- At the beginning and end of my volunteering for the day, I will check in with the Teen Librarian to log the hours I completed that day.
- I will wear my volunteer t-shirt that I made at the volunteer meetup or other appropriate attire. No bathing suits or flip-flops. Dress should be appropriate for a representative of the library.
- I will keep my cell phone on vibrate and will not use it during my volunteering time, unless there is an emergency or I need to arrange for a ride.
- I will assist library staff with assigned projects during my volunteer shifts. During slow periods of time, I will keep myself occupied with quiet activities (i.e. read, schoolwork, draw, help set up crafts, etc.).
- I will perform my volunteer duties as assigned in a pleasant manner. If I have questions, I will ask a library staff member.
- I will be courteous and respectful to library patrons, staff, and other volunteers at all times.
- I will not bring friends or relatives with me when I am volunteering.
- I will not enter into library staff work areas or staff room unless invited to do so by a staff member.
- Any questions, problems, or concerns should be brought to Kylie, the Teen Librarian, or Ms. Cara, the Head of Youth Services.
- I understand the library reserves the right to evaluate, refuse, and/or terminate volunteers whose performance is not satisfactory (i.e. not showing up, being late, rudeness, etc.).

Volunteer Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____



SRP 2022 Volunteer Availability Sheet

NAME:

Please check the positions that you are interested in volunteering for this summer. A Volunteer Schedule will be provided at the mandatory meeting on JULY 1ST, 12PM - 2PM. (You may not be scheduled for all the positions you select on this application).

Kickoff Children's Program (3 volunteers):

Thursday, June 30th 10:30am-12:30pm _____ (2hr shift)

since this is before the meeting, you will be notified if you are chosen for this event

Storytimes (1 volunteers per shift):

Rock & Read - Fridays: July 8th, 15th, 22nd, and 29th

Dates Wanted: _____ 9:00am – 10:00am (1hr shifts)

Preschool Storytime – Fridays: July 8th, 15th, 22nd, and 29th

Dates Wanted: _____ 10:00am – 11:00am (1hr shifts)

Storytime Celebration (combined groups) – 2 volunteers

Friday, August 5th: _____ 9:30am – 11:30am (2hr shift)

Craft Setup/Library Help (1 volunteer per shift):

Mondays: July 11th, 18th, and 25th

Tuesday: July 5th

Wednesdays: July 6th, 13th, 20th, and 27th

Fridays: July 8th, 15th, 22nd, and 29th

Dates Wanted: _____

10am – 11am _____ 12pm – 1pm _____ 2pm – 3pm _____ (1hr shifts)

STEM Events (2 volunteer per shift):

Wednesday, July 6th 10:30am – 12:30pm _____ (2hr shift)

Tuesday, July 19th 3:30pm – 5:30pm _____ (2hr shift)

Thursday, July 28th 10:30am – 12:30pm _____ (2hr shift)

Children's Programs (3 volunteers each event)

Rhythm Room: July 26th 3:30pm – 5:30pm _____ (2hr shift)

Circus Dynamics: July 20th 12:30pm – 2:30pm _____ (2hr shift)

Teen Programs (1 volunteer per event):

Learn to Play the Ukulele: Thursday, July 7th 1:45pm – 3:15pm _____ (1.5hr shift)

Movie Night: Friday, July 15th 4:30pm – 8pm (end of movie) _____ (3.5hr shift)

Mushroom Hunting (on bike path): Friday, July 22nd 12pm – 2pm _____ (2hr shift)

End of Summer Reading (2 volunteer per shift):

Dates: August 1st, 2nd, 3rd, 4th, and 5th

Dates Wanted: _____

10am-11am _____ 12pm-1pm _____ 2pm-3pm _____ 3pm-4pm _____ (1hr shifts)

KRARI Book Group (1 volunteer)

August 10th 2pm-3:30pm _____ (1.5hr shift)