

Date Received:
Staff Initials:

Town of Ballston Community Library

Teen Volunteer Application 2023

for students entering grades 7 – 12

Name _____ Grade in Fall _____

Preferred Pronouns _____ School _____

Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Email _____

In case of emergency, notify (Name) _____

Phone # _____ Relationship _____

Availability for Summer 2023 (place an X on preferred shifts)

Day of the Week	10:00 am – 12:00 pm	2:00 pm – 4:00 pm
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Have you ever volunteered for the Library before? _____

Do you have any relatives who work for the Library? _____

Why do you want to volunteer at the Library?

Do you have any special skills that could benefit the Summer Reading Program? (drawing, painting, organizing, reading to kids, great with computers, etc.)

Please list any previous volunteer experience:

What will you do as a Teen Volunteer?

Available Volunteer Opportunities for Summer 2023:

- Prize Desk – help patrons with their Beanstack accounts, hand out earned prizes
- Program Assistance – assist Youth Services staff with programs and events
- Grab 'N Go Bag Assembling – put together craft bags and supplies
- Shelf Reading – checking various book shelves to make sure they are alphabetized correctly
- Shelf Straightening – lining up the books on various shelves neatly

Each volunteer may sign up for one shift per week. If we have available shifts left over we will reach out to volunteers to see if they would like to fill them. Are you interested in working additional shifts?

Who can be a Teen Volunteer?

- **Applicants must be entering grades 7-12.**
- **The Teen Volunteer Program is a 7-week long commitment. As a volunteer you need to follow the rules of the library; you must be available for a minimum of three shifts during Summer Reading 2023 (June 26 – August 11).**
- **All approved applicants will be required to attend a training session.**

I agree to all the rules and guidelines that have been explained to me at the time of registration.

Volunteer Signature _____ Date _____

My child has my permission to do volunteer work at the Town of Ballston Community Library.

Parent/Guardian Name *(please print)* _____

Parent/Guardian Signature _____

Email _____

Phone # _____

- **Teen volunteer opportunities are limited at this time.**
- **We will be accepting a limited number of applications.**
- **Applications can be turned in starting on May 8th at 9:00 am until May 22nd at 7:00 pm.**
- **Please email your application to either of the email addresses listed below or turn in a paper copy to the Children's Room desk, upstairs in the Library.**
- **Application review will begin on May 23rd.**

For more information please contact:

Alyssa Harvey, Head of Youth Services at aharvey@sals.edu

Mrs. Baumbach, Youth Services Assistant at mbaumbach@sals.edu

Or call the Children's Room at 518-399-8174 ext. 3