

New Volunteer Application

University City Public Library
6701 Delmar Blvd.
University City, MO 63130
(314) 727-3150

Library Staff Only

First Day _____

Rec'd Schedule _____

Join our **Volunteer Team** to help with **U City Library's 2022 Summer Reading Program: Oceans of Possibilities!**

What do our volunteers do? Volunteers work one 1 hour shift per week for at least 4 weeks in June & July. They

- LISTEN to young readers and award them prizes
- MAKE new friends
- EARN community service hours
- ENTER data into the Beanstack website
- WIN prizes
- HAVE FUN being a volunteer

Reporting /volunteering starts Friday, May 20 and ends Friday, July 22.

RETURN COMPLETED APPLICATION TO YOUTH SERVICES DEPARTMENT AT U CITY LIBRARY.

Instructions: Please print neatly in black or blue ink. Don't forget to call us to sign up for an orientation/training session.

Name: _____ Home Phone: _____

E-mail: _____ Volunteer Cell Phone: _____

Address: _____ Zip Code _____ Are you able to receive text messages? Yes/No

School Next Year: _____ Grade Next Year: _____

Do **you** have a U. City Library Card? Yes/No

What is the best phone number to reach you? _____

New volunteers will be assigned 1 shift per week. You must commit to at least 4 weeks.

Please circle 4 days & times below and label them 1st, 2nd, 3rd, and 4th choice.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
3:00-4:00	3:00-4:00	3:00-4:00	3:00-4:00	3:00-4:00	2:00-3:00	2:00-3:00
4:00-5:00	4:00-5:00	4:00-5:00	4:00-5:00	4:00-5:00	3:00-4:15	3:00-4:15
5:00-6:00	5:00-6:00	5:00-6:00	5:00-6:00	5:00-6:00		
6:00-7:30	6:00-7:30	6:00-7:30	6:00-7:30	6:00-7:30		

List any days you will not be able to volunteer. (day trips, camp, vacation, etc.)

I am available to substitute to work more shifts, if needed. Yes/No

When are you available to begin volunteering? _____

To become a volunteer you **must** successfully complete **one** of the volunteer orientation/training sessions. See below for dates and times. To register, please call **727-3150** by the **day before** the orientation you plan to attend. Feel free to tell your friends about volunteering and have them call to reserve a space at orientation, too.

New Volunteer Orientation & Training

Saturday, May 7
10:30-12:30

Tuesday, May 10
4:00-6:00

Thursday, May 12
4:00-6:00

Tuesday, May 17
4:00-6:00

Please discuss with your parent(s) your commitment to volunteering and the best times to volunteer when filling out your application. Have your parents sign the back of this form and bring the completed application to the training meeting.

Volunteer Signature: _____ **Date:** _____

Dear Parents/Guardians,

The University City Public Library has a tradition of a strong summer teen volunteer program. Our Summer Reading Program is unique because children report/talk to teens about what they have read and teens offer encouragement and rewards to the children. In 2021 we were able to return to a modified in person format with the Covid threat still lingering. 2022 has brought a new challenge with the remodeling of our building which has relocated us temporarily to 6900 Delmar. However, we plan to continue in person reporting.

There are many benefits to being a teen volunteer. Our volunteers make new friends, earn community service hours, and experience the joy of helping younger children in a positive environment. We think of this experience as training for a real job. We need your support to help them maintain their commitment to our program and to help nurture a budding work ethic. This is why we require your signature. Please review our requirements and the schedule that you and your child are submitting.

We understand that especially in summer schedules can change. New opportunities can come up, camps may become available, and youth may get other jobs. However, we need adequate advance notice of a schedule change. We view our volunteer program as a job training experience and expect teens to treat it with the same level of dedication as a job.

Expectations

- Volunteer at least once a week for a minimum of four weeks.
- Have a University City Public Library Card or MLC Library Card.
- Enjoy working with kids.
- Read a minimum of 12 hours and report and/or blog 3 times.
- Arrive on time for your shift(s).
- **Call the Youth Services Dept. at (314)727-3150 as soon as possible if you cannot make your shift.**
- No family, friends, or electronics while volunteering.

Concerns - which may result in losing community service hours and place in the program.

- Missing 2 shifts without calling the library.
- Repeated tardiness.
- Significant, repeated disruptive behavior.

All volunteers may attend the volunteer party with food, prizes, and certificate (pending COVID restrictions).

Shifts are assigned **after the training** when the completed **applications are turned in.**

We will call and let your child know their **first day of volunteering.**

I give my child _____ permission to volunteer in the 2022 Summer Reading Program.

I understand that failure to meet the expectations will result in him/her being released from the program without volunteer service hours at the discretion of the library.

Parent/Guardian's Name: _____ **Signature:** _____

Parent/Guardian's Phone: _____

Video/Photo Release: Your signature grants permission to take photographs or use video footage of your child. We will not use the photographs or video images for commercial purposes or release your child's name unless we get separate permission.

Parent/Guardian's Signature _____ **Date** _____