

# Teen Volunteer Application



## WELCOME!

Welcome to the library! Thank you so much for considering volunteering your time here. Volunteering at the library can be a really fun and rewarding experience, whether you want to work with the public or behind the scenes. **You are expected to fill out your application; a parental signature is required for applicants under 18 years of age. Please fill this application out on the computer, then print it, sign it, have your parent/guardian sign it, and then return it to the Library.**

In addition to your application, there will be an interview process that will help determine if you are a match for the library. There are a limited number of positions available, so you are advised that you are expected to treat a commitment to a position here with the same respect you would afford to a job.

Super important stuff to know:

- Volunteers must be 13 years old or older.
  - **Weekly shifts require at least a semester long commitment.**
  - **The Friends of the Library offer a chance to apply for scholarships to graduating teen volunteers who have earned a certain number of hour requirements.**
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## YOUR CONTACT INFORMATION

FIRST & LAST NAME:

LIBRARY CARD  
NUMBER:

EMAIL:

PHONE NUMBER:

STREET ADDRESS:

CITY:

STATE:

ZIP:

GRADE:

SCHOOL:

GRADUATION  
YEAR:

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## ASSIGNMENT

Circulation & Collection - sorting incoming books, checking in materials, shelving books & other materials, looking for damaged materials, pulling materials off of the shelves using a list - requires a weekly commitment for the entire semester

## LOCATION

Where can you volunteer?

Westbank Library - 1309 Westbank Drive (across from Westlake HS)

Laura's Library - 9411 Bee Cave Road

Both

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## KNOWN VACATIONS

Please enter any vacations you have scheduled.

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## WHEN CAN YOU VOLUNTEER?

Fall/Spring - these are the available shifts. Volunteers usually commit to 1 shift per week.

Monday 4:30-7 PM

Tuesday 4:30-7 PM

Wednesday 4:30-7 PM

Thursday 4:30-7 PM

Saturday 11AM-1PM

Saturday 1-3 PM

Saturday 3-5 PM

Sunday 11AM-1PM

Sunday 1-3 PM

Sunday 3-5 PM

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## ESSAY QUESTIONS - Please write a paragraph for the following questions.

Why do you want to volunteer at the library?

What skills are you hoping to learn?

Anything else you'd like us to know?

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## SIGNATURES

Your Signature

Parent/Guardian  
Signature

Date