



The Mary E. Bartlett Library
 22 Dalton Road
 Brentwood, New Hampshire 03833



2016 STUDENT SUMMER VOLUNTEER APPLICATION

ALL paperwork must be turned in to the Circulation Desk on or before June 17, 2016

The Mary E. Bartlett Library will take into service a set number of regularly scheduled volunteers ages 14 – 17 for the month of July. These volunteers will be scheduled for a minimum of 1 hour and maximum of 6 hours per week. Volunteer applicants who best meet the Library’s needs will be contacted and these positions will be awarded by June 25th. **IMPORTANT: All 2016 Student Volunteers and their legal guardians must sign the Student Volunteer Agreement before they may begin helping at the library.** Per the **Mary E. Bartlett Library Volunteer Policy**, “volunteers aged 14 or 15 must also provide **proof of age** to the Library and a **Youth Employment Certificate** issued by the minor’s school. Volunteer services cannot begin until a photocopy of proof of age is on file at the Library. Volunteers aged 16 or 17 must also complete and submit the New Hampshire Department of Labor “**Parental Permission**” form and provide **proof of age** to the Library.”

PLEASE REMEMBER THAT AN APPLICATION DOES NOT GUARANTEE YOU A POSITION. YOU WILL BE CONTACTED EITHER WAY BY JUNE 25, 2016

NAME: _____ AGE: _____ GRADE: _____ (in Sept.)

ADDRESS: _____

PHONE: _____ EMAIL: _____

EMERGENCY CONTACT: _____ PHONE: _____

 Please mark off below any of the Volunteer jobs you are applying for. You may also circle any specific tasks under each category

- Summer Reading Team**– Help our Summer Readers fill out their reading logs, issue them raffle tickets, etc. (1 hour time slots) Help with special programs and events, including setup, greeting attendees, taking photographs, crowd control and clean up. (2 hour time slots)
- Dustbusters** – Small dusting and cleaning tasks (1 hour time slots)
- Clerical and Display Helpers** – Assemble library brochures, make photocopies, fold or cut papers, etc. Create eye-catching displays for items that have been stuck on the shelf for too long. (1 hour time slots)
- Get Caught Reading Squad** – Organize, collect and display photos of Brentwood people reading (post online and in the library). Meetings will be set according to your availability.
- Candyland Crew** – Tuesdays 10am -12pm. Help design and build a life-sized **Candyland** game for families to play on July 26th.
- Podcast People** – Record interviews of Brentwood seniors or book reviews for our website.

PLEASE INDICATE TIMES YOU ARE AVAILABLE TO WORK DURING THE WEEK. The Library is open Mon 2-7, Tues/Wed 9 – 4, Thurs 9-7, Fri & Sat 9-1. Many jobs will be strictly Mon-Fri, some (especially the Summer Reading Events) might want some evening or weekend hours. Please indicate all hours you would be available to work.

Mon: _____ Thurs: _____

Tues: _____ Fri: _____

Weds: _____ Sat: _____

Are these times flexible at all? Yes No

List any days or times you are NOT available (vacation, camp, etc.) : _____

Do you have transportation to and from the library? Yes No

PLEASE BRIEFLY EXPLAIN WHY YOU WOULD LIKE TO VOLUNTEER AT THE LIBRARY. PLEASE ALSO LIST ANY QUALITIES OR SKILLS THAT YOU BRING THAT WOULD MAKE YOU THE BEST CHOICE FOR US:

THANK YOU FOR YOUR INTEREST IN VOLUNTEERING AT THE LIBRARY THIS SUMMER. ALL POTENTIAL VOLUNTEERS WILL BE NOTIFIED WHETHER HIRED OR NOT BY JUNE 25, 2016.