

TEEN TEAM

TEEN TEAM volunteers assist librarians with Tulsa City-County Library activities and get hands-on job experience.

Applicants should be:

- 13-15 years old.
- able to work for several hours a week this summer at a Tulsa City-County Library.
- interested in gaining job experience, helping your local library, working with children and having fun!
- willing to complete an application, interview for the position and complete a training session.

NOW ACCEPTING APPLICATIONS

 Detach here and turn in the bottom portion to the library where you want to volunteer.

To apply, please complete both sides of this application, detach and return it by May 1 to the library where you want to volunteer this summer as a member of the Teen Team. If you are completing this application after May 1, please check with your library to see if there are openings still available and return the form as quickly as possible. **Volunteers are expected to complete their own application.** If selected for an interview, your librarian will contact you.

Name _____ Date of birth _____ Age _____

Address _____
street city state zip

Phone _____ School _____

Email _____

T-shirt size: (adult size) (circle one) S M L XL XXL

Parent's name _____ Parent's phone (W) _____

EMERGENCY CONTACT (other than parent listed):

Name _____ Relationship _____

Phone (H) _____ Phone (W) _____ Phone (Cell) _____

List one adult (other than a relative) whom we can contact for a reference: *(ex: teacher, coach, church member)*

name address telephone

Why are you interested in working as a Teen Team member?

Why do you think you would make a good Teen Team member?

Describe any past experience working with children, and/or volunteer or work experience, if any:

Are there times when you are not available to work this summer? When?

Which libraries would you prefer to work at this summer?

Are you willing to wear the Buddy Bookworm costume to promote the Summer Reading Program?

Would you be willing to become a year-round volunteer for the library?

READ AND SIGN THE WORK AGREEMENT ON THE REVERSE SIDE OF THIS APPLICATION.

TEEN TEAM

WORK AGREEMENT

THE LIBRARY AGREES:

- To provide you, as a volunteer, with a safe work environment.
- To provide supervision and training by a member of the library staff, who will answer your questions and provide feedback regarding your work.
- To recognize your contributions as a volunteer to the success of the library.

AS A TEEN VOLUNTEER, I AGREE:

- To adhere to all Tulsa City-County Library policies and procedures.
- To call my supervisor as soon as possible if I am unable to report to my shift at the library.
- To arrive on time and check in with staff upon my arrival.
- To dress appropriately and report to the library in my Teen Team T-shirt.
- To report my volunteer hours on the volunteer time sheet.

AS A PARENT, I AGREE:

- To encourage my teenager to strive for good work habits and attendance.
- To be responsible for all transportation and to ensure that my teenager arrives on time and is picked up within 15 minutes of the end of his/her shift.
- To emphasize the importance of my teenager's volunteer responsibility.

Prospective Volunteer's Signature _____ Date _____

Parent's Signature _____ Date _____

