

Pittsylvania County Public Library System Young Adult Volunteer Application & Guidelines

Please complete both sides of this application so that we can discover more about you, your interests, your skills, and your intentions in volunteering with us.

Name _____

Address _____

Telephone _____

Emergency Contact: Name: _____ Telephone: _____

How did you hear about our volunteer program?

What is your availability: Weekly Summer only
 Periodically (on-call) School year only START DATE: _____

Please indicate the times of day you will be available to volunteer:					
Mon	Tues	Wed	Thurs	Fri	Sat

What would you like to do while volunteering with us?
<input type="checkbox"/> Assist with summer reading <input type="checkbox"/> Assist with Children’s Programs <input type="checkbox"/> Assist with Special Events
<input type="checkbox"/> Shelf maintenance <input type="checkbox"/> Shelving
Other (please list):

What school do you attend? _____ **Grade?** _____

Signature: _____	Date: _____
Please print your name:	
To be completed by parent/legal guardian for volunteers under age 18:	
Date _____ [name] has my permission to work as a volunteer in the Pittsylvania County Public Library System.	

Young Adult Volunteer Guidelines

- Young adult volunteers must be between 13 and 17 years old to work at the Pittsylvania County Public Library.
- A parent or legal guardian must sign the applications, giving permission for the youth to work here.
- Youth volunteers are responsible for arranging their own transportation to and from the Library.
- Library etiquette is to be followed. This includes
 - No running, shouting, or other distractions while on library property.
 - Friends should not join you or call you on the phone while you are working.
 - Appropriate dress is required. Ask the staff supervisor for more information.
 - No food or drink.
 - Cell phones must be turned off while you are volunteering.
- Please call the library if you are unable to come in on a day you are scheduled to volunteer.
- Sign in with the staff member supervising you.
- Work assignments will be available for you each day you volunteer. Please ask if you need more direction to complete your tasks.
- Please let the staff know when you have finished your time and are leaving.

We are happy you have decided to volunteer at the library and hope this will be an enjoyable experience for you. Please sign below, indicating you agree to these guidelines. A copy of this agreement will be given to you for future reference.

I have read and understand the youth volunteer guidelines:

Signature

Date

Please print name