Batavia Public Library
Junior Volunteers
Students - Grades 6-8
FALL, 2022 - SPRING 2023

Are you a student in grade 6–8? Interested in becoming a Batavia Library Junior Volunteer? Here is some information you may want to know.

1. What junior volunteers might be asked to do:
   - Straighten shelves
   - Organize magazines
   - Help prepare for special programs
   - Photocopying
   - Cut out storytime projects
   - Organize fingerplays or flannelboards
   - Cut scrap paper
   - Check puzzles and games

2. Junior volunteer checklist:
   - Be on time.
   - Dress neatly.
   - Respect Library rules.
   - Call the Youth Services department if unable to work that day, (630)879-1393, ext. 500.
   - Sign in and out during volunteer times.
   - Visit with friends after volunteer hours.

Space is limited! Please return the application to the Youth Services Desk no later than the date noted for the session you are interested in. If we receive more volunteers than we can accommodate for the session, a lottery drawing will be held. The selected volunteers will be notified.

If you have any questions, please feel free to contact Joanne Zillman or Ruth Arrott at the Library, (630) 879-1393, ext. 500.

Joanne Zillman
Youth Services Manager

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Youth Services Manager
Batavia Public Library
Junior Volunteer Application
(Please print)

Name:______________________________ Date: ____________________

Address: ___________________________________________________________

City: ___________________________ Home telephone: _______________________

Library card number of student (or parent): _________________________________

Email address _________________________________________________________

Grade: ___________ Age: _________ Birth date: _____________________________

School: __________________________________________________________________

Parents’ Names: _________________________________________________________

Name(s) and telephone number(s) of person(s) to contact in case of emergency:

Name: _______________________________ Telephone: _______________________

Name: _______________________________ Telephone: _______________________

Have you ever volunteered or worked for pay before? ___Yes ___No

If yes, what did you do? ___________________________________________________

Why do you want to work as a junior volunteer at the Batavia Public Library? Please write your response below. If you have any special scheduling problems or needs, please indicate below.

(application continues on back)

Please return your completed application to the Youth Services Desk. See application deadline next to the session preferred.
Please indicate the session you are interested in and as many days and times as possible that you would be available to work. There are a limited number of spaces for each session. If we receive more applications than we can accommodate for the session, a lottery drawing will be held. The selected applicants will be notified.

**SESSION:**

Yes ___  No ___  September 12 – Nov. 5, 2022  (Application deadline 8/27/22)  
Yes ___  No ___  January 9 – March 4, 2023  (Application deadline 12/16/22)  
Yes ___  No ___  April 3 – May 27, 2023  (Application deadline 3/17/23)  

**Days and times available to volunteer:** (check all that apply)

- 4 -5 p.m.  
- 5 – 6 p.m.  
- 6 – 7 p.m.  
- 10 – 11 a.m.  
- 2 – 3 p.m.  

Junior volunteers are expected to abide by the rules of the Library and to conduct themselves in a manner which is in accordance with these rules.

___________________________________________________________  __________________________
Junior volunteer signature  Date

I give permission for my child to volunteer in the Youth Services department and perform such tasks as described on the cover sheet.

___________________________________________________________  __________________________
Parent’s signature  Date

Please return your completed application to the Youth Services Desk.  See application deadlines next to the session preferred.