

# Batavia Public Library

## Junior Volunteers

### Students - Grades 6-9

### Summer 2023

There are two Junior Volunteer options at the Batavia Public Library this summer for students in grades 6-9.

The **Weekly Volunteer** program will consist of 2 five-week sessions: Tuesday, May 30 – Monday, July 3 and Wednesday, July 5 – Wednesday, August 9 for students entering grades 6-9. Volunteers will work one hour per week in the Youth Services department. Assignments may include assembly of kits and reward packets, preparations for programs, straightening shelves and assistance with programs. Weekly Volunteers may also be asked to come in on an “as-needed” basis for special events or projects. A limited number of volunteers will be scheduled each weekday per session.

Students may be interested in volunteering for the **Book Buddy** program this summer. Book Buddy Volunteers help beginning readers in grades 1-3 practice their reading skills during a one-hour scheduled reading session at the Library. Several Book Buddy sessions will be scheduled this summer.

If you are interested in being a summer volunteer, please complete the application and return it to the Youth Services Desk by May 18.

All junior volunteers are asked to:

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

Volunteer shifts are limited! Scheduling will be based on the date the application is returned to the Youth Services Desk. The selected volunteers will be notified. If you have any questions please call Joanne Zillman, (630) 879-1393, ext. 500.



**Batavia Public Library**  
**Junior Volunteer**  
**Summer Application**  
**(Please print)**

Staff: Date returned \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Home phone: \_\_\_\_\_

Library card number of student (or parent): \_\_\_\_\_

Email address: \_\_\_\_\_

Age: \_\_\_\_\_ Grade in Fall: \_\_\_\_\_ School: \_\_\_\_\_

Parents' Names:

\_\_\_\_\_

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

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

**SUMMER SCHEDULE:** Please list all scheduling issues like vacations, weekly lessons, summer camps, etc.:

*Please return your application to the Youth Services Desk by May 18, 2023.*

(Application continues on back)

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

**Weekly Volunteer**

\_\_\_ **Yes, I would like to be a Weekly Volunteer.**

Weekly Junior Volunteers will be scheduled for one hour/week for one five-week session. Please indicate which session and *all days, mornings, and afternoons* in which you would be available.

Please choose one session: Session 1: **May 30 – July 3** \_\_\_\_\_ or Session 2: **July 5 – August 9** \_\_\_\_\_

**Mornings (10 a.m. – 12 noon)**

**Afternoons (2 – 4 p.m.)**

**Mondays** \_\_\_\_\_

\_\_\_\_\_

**Tuesdays** \_\_\_\_\_

\_\_\_\_\_

**Wednesdays** \_\_\_\_\_

\_\_\_\_\_

**Thursdays** \_\_\_\_\_

\_\_\_\_\_

**Fridays** \_\_\_\_\_

\_\_\_\_\_

\_\_\_ **Yes, I am also willing to volunteer additionally on an as-needed basis if requested.**

Youth Services staff would contact you a day or so in advance for special events or other projects.

**Book Buddy Volunteer**

\_\_\_ **Yes, I would like to be a Book Buddy Volunteer.**

Book Buddy Volunteers help beginning readers in grades 1-3 practice their reading skills during a one-hour scheduled reading session at the Library. Book Buddy volunteers will be selected based on their availability and the number of beginning readers registered for each event. Please watch for upcoming schedule.

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 be a Youth Services Junior Volunteer and perform tasks as suggested on the application cover sheet.

\_\_\_\_\_  
Parent's signature

\_\_\_\_\_  
Date

***Please return your application to the Youth Services Desk by May 18, 2023.***