



NOW ACCEPTING APPLICATIONS

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. Some locations may fill their available Teen Team positions prior to May 1, so turn in the application to your preferred library as soon as possible. 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 _____

What are your pronouns? (optional) _____ Please check this box if you would like a pronoun button

Email _____

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

Parent's name _____ Parent's phone _____

Parent's email _____

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?

Do you have any dietary restrictions or food allergies? If so, please list them here.

Are you interested in wearing the Buddy Bookworm costume to promote the Summer Reading Program?

Would you be interested in becoming a year-round volunteer for the library?



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



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 their shift.
- To emphasize the importance of my teenager's volunteer responsibility.

TCCL COVID-19 SAFETY PROTOCOLS FOR VOLUNTEERS ADDENDUM

- All individuals are still required to monitor symptoms daily, stay home if they are sick or experiencing COVID-19 symptoms, and report to their supervising manager if they test positive for COVID-19 or have had close contact with someone who tested positive, regardless of their vaccination status.
- Whether the volunteer is at home or at work, volunteers need to contact their supervisor if experiencing symptoms. This ensures appropriate contact tracing and that volunteers are provided support in accordance with privacy regulations. Volunteers may return to work on-site once they can attest that they are not experiencing symptoms and have notified their supervisor that they are able to return.

Prospective Volunteer's Signature _____ Date _____

Parent's Signature _____ Date _____