



Student Library Volunteer Application Form
(Must be 5th Grade or Higher)

Please print clearly and complete each section.

_____ **Last Name**

_____ **First Name**

_____ **Homeroom Teacher**

_____ **Grade** _____ / _____ / _____ **Date**

Thank you for your interest in becoming a Student Library Volunteer. Students who help in the library make such a difference in our school for all students, parents and staff who visit the library.

Check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Previously trained and worked as a Library Volunteer at Stetson Hills | <input type="checkbox"/> Student Council Member |
| <input type="checkbox"/> Sage student | <input type="checkbox"/> Honor Roll/Principal's List |
| <input type="checkbox"/> Music and/or Band Student | <input type="checkbox"/> Battle of the Books participant |
| <input type="checkbox"/> Junior Honor Society Member | <input type="checkbox"/> Need to earn _____ "Community Service" hours |
| <input type="checkbox"/> Other school activities include: | |

Why I want to become a Student Library volunteer (25 to 50 words):

I would like to volunteer to help with the following activities:

- Shelving of fiction books
- Shelving of non-fiction books
- Reading of shelves (organizing and straightening)
- Cleaning and dusting shelves, counters and tables
- Covering and repairing books
- Selecting books for Kindergarten Reading Center tables
- Help students find books during Book Fairs and library visits
- Bulletin Boards (take down or set up)

How will you benefit from being a Student Library Volunteer?

- ✓ Learn library procedures, how library materials are organized and how to locate books for yourself and other students.
- ✓ Gain a feeling of satisfaction in doing a good job, working with other students who are also interested in the same values.
- ✓ Learn the importance of a strong work ethic and keeping a commitment.
- ✓ Obtain first-hand knowledge of new library books and other library materials.
- ✓ Discover how good it feels to be recognized and appreciated for doing a good job.
- ✓ Attend special events recognizing contributions as a volunteer.

What will be expected of you as a Student Library Volunteer?

- ✓ Be respectful of school library procedures, materials, students and staff.
- ✓ Must get permission from classroom teacher before going to the library.
- ✓ Sign in/out when entering/leaving the library.
 - Note: Students may NOT sign in/out for other students or ask other students to sign in/out for them.
- ✓ Complete a Volunteer Time Card indicating tasks completed each day.
- ✓ Maintain a minimum grade average of a "C"
 - Note: Students may not work in the library unless all school assignments are current.
- ✓ Follow school/library rules, and be an example to others of proper library behavior, specifically avoiding disruptive talking or actions.
- ✓ Perform light to medium work, including the ability to see, hear, talk, ability to lift (10 lbs.), carry, bend, reach, and kneel.

Please list two references with phone numbers and e-mail. Use "Relationship" to indicate how you know each reference (neighbor, relative, babysitting, teacher, other).

1. Name: _____ Phone: _____

E-mail _____ Relationship: _____

2. Name: _____ Phone: _____

E-mail _____ Relationship: _____

- I understand that I will not be paid for my services as a student volunteer and I am giving my time freely to the Library.
- I understand that my student volunteer service may end at any time for any reason, with or without cause and with or without notice.

Student Volunteer Signature: _____

Parent/Guardian's Signature: _____

Library Use Only:

- Interviewed
- Viewed PowerPoint Training Video
- Passed written exam
- References contacted