



**HARVARD PUBLIC LIBRARY**  
4 POND ROAD  
HARVARD, MA 01451  
(978) 456 – 2381  
[www.harvardpubliclibrary.org](http://www.harvardpubliclibrary.org)

## Harvard Public Library Teen Volunteer Application

*Please Print:*

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Last Name	First Name	Middle Initial
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Street Address

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Town	State	Zip Code
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(____) _____	_____	_____
Home Telephone Number	Email Address	Date of Birth

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Name of School	Grade Level	&	Year of Graduation
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Parent/Guardian's Full Name

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Parent/Guardian's Daytime Telephone Number	&	Cell Phone Number
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Student's Signature

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Parent/Guardian's Signature

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Date



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## Harvard Public Library Teen Volunteer Application

1. Please list school and community activities in which you regularly participate:

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2. Have you done other volunteer work? Where / for whom?

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3. Have you ever volunteered in a library before? If so, where?

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4. Why would you like to be a student volunteer?

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5. What are your special skills and interests?

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6. Listed below are the teen volunteer opportunities available, and which grades are eligible for each opportunity. Please put a check mark next to any that are of interest to you:

- ☐ **Book Buddies Volunteer: Grades 7 to 12** (scheduled Wednesday afternoons from 3:30 to 4:30, plus Wednesday afternoon training before program starts)
- ☐ **Bromfield Movie Volunteer: Grades 10 to 12** (selected afterschool afternoons)
- ☐ **Game Hour Supervisor: Grades 9 to 12** (Thursday afternoons from 3:30 to 4:30 PM on a regularly scheduled basis)
- ☐ **LEGO Club Supervisor: Grades 7 to 12** (selected Saturdays from 1:30 to 3:00 PM)
- ☐ **Middle School Advisory Board: Grades 6 to 8** (approximately one meeting per month, usually on Tuesdays from 2:45 to 3:45)
- ☐ **Movie Night Volunteer: Grades 6 to 12** (first Friday evening of the month during school year, Thursday evenings in the summer)
- ☐ **Saturday Storytime Volunteer: Grades 7 to 12** (rotating Saturdays from 10:15AM to 11:15 AM; schedule will be based on the availability of all of the students).
- ☐ **Senior Project: Grade 12** (must meet with Abby Kingsbury or Lisa Gagnon to determine feasibility)
- ☐ **Teen Advisory Board: Grades 7 to 12** (approximately one meeting per month, usually on Tuesdays from 4:30 to 5:30)
- ☐ **Volunteers for Special Programs: Grades 6 to 12** (Ice Cream Social, Lego Expo, and other programs)



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## Harvard Public Library Teen Volunteer Application Teacher Reference Form

\_\_\_\_\_ is applying to be a teen volunteer at the Harvard Public Library.

Teachers: In order to ensure confidentiality between you and me, please make sure you personally mail this evaluation to this address: Abby Kingsbury, Harvard Public Library, 4 Pond Road, Harvard, MA 01451. **The student should provide you with a stamped, addressed envelope.**

Thank you for your assistance!!

**\* Please evaluate this student in the areas listed below.**

	Always	Usually	Seldom	Never
Regular class attendance				
On time – to class				
On time – with assignments				
Careful and thorough with work				
Attentive to detail				
Able to follow oral and written directions				
Dependable				
Pleasant and helpful attitude toward peers				
Pleasant and helpful attitude toward teachers				
Flexible and adaptable				
Eager to learn				
Able to take initiative on assignments				
Able to take constructive criticism				
Honest				
Neat, clean, and dressed appropriately				
Acts in consideration for younger students				
Interacts with adults confidently and respectfully				

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Position:** \_\_\_\_\_

*Please share any additional comments you may have on the back. We sincerely appreciate your input!*

*\* A student need not have all “Always” marks to be accepted – please be honest! We want to help instill a valuable sense of community and civic duty in all of our young adults, not just honor students.*

*Many thanks! - Abby Kingsbury, Children’s Librarian (978) 456 – 2381, [akingsbu@cwmar.org](mailto:akingsbu@cwmar.org)*