



HARVARD PUBLIC LIBRARY
4 POND ROAD
HARVARD, MA 01451
(978) 456 – 2381
www.harvardpubliclibrary.org

Harvard Public Library Teen Volunteer Application

Please Print:

Last Name	First Name	Middle Initial
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Street Address

Town	State	Zip Code
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Phone Number	Email Address	Date of Birth

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

Parent/Guardian's Daytime Phone Number	<i>and/or</i>	Cell Phone Number
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Student's Signature

Parent/Guardian's Signature

Date



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

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

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

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

5. What are your special skills and interests?

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:

- ☐ **Afterschool Movie Supervisor: *Grades 7 to 12*** (select weekdays from 3:30 PM)
- ☐ **Bromfield Movie Volunteer: *Grades 10 to 12*** (select afterschool afternoons)
- ☐ **Craft Program Volunteer: *Grades 7 to 12*** (select weekday afternoons from 3:00-4:45 PM)
- ☐ **Game Hour Supervisor: *Grades 9 to 12*** (select Thursday afternoons from 3:15 to 4:45 PM)
- ☐ **GraviTrax Challenge: *Grades 7 to 12*** (select weekdays from 3:15 to 4:45 PM)
- ☐ **LEGO Club Supervisor: *Grades 7 to 12*** (select Saturdays from 1:30 to 2:45 PM)
- ☐ **Maker Day Volunteer: *Grades 10 to 12*** (select weekdays from 2:45 to 4:30 PM)
- ☐ **Movie Night Volunteer: *Grades 6 to 12*** (Fridays in school year, Thursdays in summer
from 6:00 PM to end of movie)
- ☐ **Saturday Storytime Volunteer: *Grades 7 to 12*** (scheduled Saturdays from 10:15-11:15AM)
- ☐ **Senior Project: *Grade 12*** (must meet with Abby or Jill to map out a plan)
- ☐ **Sensory Playtime: *Grades 7 to 12*** (select Saturdays from 10:00 AM to 12:00 PM)
- ☐ **Special Programs Volunteers: *Grades 6 to 12*** (Ice Cream Social, LEGO Expo, etc.)
- ☐ **Teen Advisory Board: *Grades 7 to 12*** (one meeting a month, usually a Tuesday afternoon)
- ☐ **Treat Workshop Volunteer: *Grades 10 to 12*** (select weekdays from 2:45 to 4:30 PM)



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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! 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, Head Children’s Librarian (978) 456 – 2381, akingsbu@cwmmars.org