

WINDSOR Public Library

Main Library

323 Broad St., Windsor, CT 06095 (860) 285-1910

Wilson Branch Library

365 Windsor Ave., Windsor, CT 06095 (860) 247-8960

www.windsorlibrary.com

Youth Volunteer Application for Children up to 17 yrs. old

Thank you for your interest in volunteering at the Windsor Public Library. We rely on our volunteers to assist library staff in extending services and programs. We welcome those eager to help make a real difference in our community. Children under the age of 12 must always be supervised and accompanied by an adult family member or guardian who will volunteer alongside them. At this time the library does not accept court mandated community service assignments. **All volunteers must hold a library card in good standing.**

Personal Information

Name:

Date of Birth:

Today's Date:

Address:

City:

State:

Zip:

Your email address:

Your cell phone:

Parent/Guardian:

Relationship:

Home Phone:

Parent cell phone:

Emergency contact:

Relationship:

Phone:

Do you currently have a Windsor Library card? Y N If no, do you have one from your Town? Y N

Education

Name of School Attending:

Grade:

Volunteer Information

Have you ever volunteered before? Yes No If so, where:

Brief description of duties:

How did you hear about the library's volunteer program?

Why would you like to volunteer at the library?

Special Interest, skills, or hobbies:

Do you have any physical limitations?

Experience (check all that apply):

- Gardening (weeding, repotting, etc)
- Organization (sorting, shelving, etc)
- Technology/Computer work
- Light indoor cleaning
- Previous library work _____
- Knowledge of equipment _____
- Art and crafts ability
- Other: _____

Please list your top 5 preferences in order:

- Assist with one-time programs for Young Adult and/or Kidspac. This may entail room set-up and take down of chairs/tables, craft preparations, picture taking or video recording, and safe supervision of the event.
- Photography Volunteer. Assist with one time professional level photography and video using your equipment. (Photos may be used for library and town publicity as well as to build your personal portfolio.)
- Assist with special projects like displays and decorations.
- Teen Space Volunteer. Shelf materials and assist the YA librarian with other various projects.
- Green Thumb Volunteer. This is a seasonal opportunity. Outdoor weeding of library grounds
- Housekeeping Volunteer. Dust shelves, clean computer screens, wash toys/games, clean shelving, and/or clean dvds/cds using our specially designed equipment.
- Music Makerspace. Reserved for volunteers 15 and older. Supervising the space during drop-in times. Learn the basics of the instruments and equipment, and be willing to assist others doing the same. Musical experience is helpful but not required. This requires a firm commitment to the agreed upon dates/times.
- Make it on the Mezzanine. Reserved for volunteers 15 and older and a minimum of a six month commitment. Experts needed to lead one-on-one or small group instruction. Proven skills needed in, but not limited to, the following areas: sewing, machine embroidery, small project soldering, paper crafting, 3-D design, master weaving, digital illustration, or photo/video editing. Machinery and equipment provided.

Schedule Information

Please check preferred locations for volunteer assignment:

- Main Library
- Wilson Branch
- Either

I am available for volunteer service: (Check all times that apply)

	Mon	Tues	Wed	Thurs	Fri
Morning					
Afternoon					
Evening					

Is your volunteer service expected to be ongoing or temporary?

Are you looking to fulfill mandatory service hours? Y N If yes, please list the expected completion date and total number of service hours needed:

Background Information (Professional references preferred if you have any volunteer or job history.)

Reference: Relationship: Telephone:

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Release of Liability and Confidentiality Waiver

I fully assume all risks associated with participation with the Town of Windsor volunteer program, even if due to the negligence of the Town of Windsor, its agents, servants or employees.

I, hereby release The Town of Windsor, Staff, its agents, boards, commissions, from any and all liability in connection with any injury or claim of damages including attorney fees, in connection with volunteer work at the Windsor Public Library even if caused by the negligence of the Town of Windsor, its agents, servants or employees.

I, for myself and my heirs, assigns, successors, executors, administrators, and legal representatives, agree to defend, indemnify and hold harmless the Town of Windsor, its agents and employees, and all of its departments, boards, commissions, and agencies, from any and all claims, suits or demands by anyone arising from my participation in the volunteer program, even if caused by the negligence of the Town of Windsor, its agents, servants or employees.

I also understand that in my capacity as a Town of Windsor volunteer, I may come into contact with confidential information. I agree to protect this information to the best of my abilities as a volunteer and not to divulge it during or after my service as a volunteer has ended.

I give the town and the library permission to utilize any photographs and videos taken for publicity purposes.

Student Printed Name: _____

Parent Printed Name: _____

Parent Signature: _____ Date: _____

If my child is under the age of 12, I will remain with him/her at all times during their volunteer service and may be expected to volunteer alongside them.

For Staff Use Only:

- | | |
|---|--|
| <input type="checkbox"/> Volunteer guidelines | <input type="checkbox"/> Schedule/punctuality |
| <input type="checkbox"/> Supervisor contact information | <input type="checkbox"/> Signing in/out |
| <input type="checkbox"/> Name badge while volunteering | <input type="checkbox"/> Storage of personal items |