

2022 Summer Reading Volunteer Application

Elkton Branch

(Volunteers must be students entering grades 6-10)



It is our policy to employ personnel strictly on the basis of an individual's qualifications. Selections are made without regard to race, color, creed, sex, age, national origin, marital status, physical or mental disability, sexual orientation or genetic information (Article 49B, Annotated Code of Maryland).

Instructions: Please type or print your answers in ink. Answer every question clearly, completely, and to the best of your ability.

Completed applications with reference letter must be returned to the Elkton Children's Department by **May 27th**. Selected volunteers will be notified by email by June 3rd.
Mandatory orientation for new and returning volunteers will be June 8th at 3:30pm at the Elkton Library.

Can you attend orientation on this date? **YES** **NO**

If you are unable to attend, the volunteer manager will be in touch with alternatives.
Please note that you may only volunteer at one CCPL branch for Summer 2022.

For scheduling, shifts are generally available in 1 hour increments:

Monday-Thursday from 10:00 am-12:00 pm and 2:00 pm-4:00 pm.

Volunteers can sign up for up to 2 slots (2 hours a day).

Scheduling will be done through Sign Up Genius via the volunteer's email listed below.

Are you available during these times? **YES** **NO**

Due to limited availability, applications will be reviewed in the order they are received.

If spots are full, remaining applicants will be put on a waiting list.

Volunteer Personal Information

Name: _____

Address: _____

Phone: _____

Email: _____

(email will be the primary form of communication so please include one that is regularly checked)

Age: _____ **Grade Entering (Fall 2022):** _____

Please turn in the full completed application including the sealed reference form by May 27th

As a Summer Reading Volunteer, some of your responsibilities include but are not limited to:

- Being kind and courteous towards patrons and staff
- Explaining the Summer Reading Program to families and helping them register
- Checking logs and administering reading rewards
- Self-scheduling through Sign Up Genius
- Writing book reviews and assisting with book displays

To help us offer you the best experience, please write a sentence or two stating why you wish to be a volunteer for the Summer Reading Program.

What strengths do you think will help you be successful as a summer reading volunteer? Are there any areas of difficulty in which we can help you succeed?

Parent/Guardian Contact

Name: _____ **Relationship:** _____

Phone: _____ **Email:** _____

(Email communication is preferred so please list the best one to contact the summer reading volunteer.)

Emergency Contact

(Other than parent/guardian listed above)

Name: _____ **Relationship:** _____

Phone: _____

Parental/Guardian Permission

My child _____ is permitted to perform volunteer services for Cecil County Public Library. This permission is intended to extend to any duties or services deemed appropriate by the Cecil County Public Library.

(Please feel free to discuss any allergies or medical concerns your child may have with our Children's Staff.)

Signature of Parent/Guardian: _____ **Date:** _____

Office Use Only

Date Received: _____

Reference Received? _____

Yes _____

No _____

2022 Summer Reading Volunteer Reference



Applicants are required to submit 1 reference — valid references include teachers, coaches, and neighbors.

References from immediate relatives will not be considered. All applications are due by **May 27th**.

Volunteer Name: _____

(Full name)

Reference Name: _____

Phone: _____ **Relationship to Applicant:** _____

Email: _____

Please list some of your applicant's strengths:

Are there any weaknesses you are aware of that would impact their success as a CCPL volunteer?

Additional Comments:

Signature: _____ **Date:** _____

Please seal your reference application in the included envelope and return to your applicant.